



# भारत का राजपत्र

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इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके  
(Separate paging is given to this Part in order that it may be filed as a separate compilation)

## भाग III—खण्ड 3

## (PART III—SECTION 3)

लघु प्रशासनों से सम्बन्धित अधिसूचनाएं

(Notifications relating to Minor Administrations)

## UNION TERRITORY OF DADRA AND NAGAR HAVELI

Silvassa, the 17th November 1972

No. ADM/LAW/6.—In exercise of the powers conferred by sub-section (2) of section 3 of the Gujarat Co-operative Societies Act, 1961 (No. 10 of 1962), as extended to the Union Territory of Dadra and Nagar Haveli, the Administrator, Dadra and Nagar Haveli hereby confers upon the Asstt. Registrar of Co-operative Societies, Dadra and Nagar Haveli, Silvassa, the powers of Registrar of Co-operative Societies.

The Notification No. ADM/LAW/(6)/68 dated 21-11-68 appointing the Block Development Officer, Dadra and Nagar Haveli, to be the Asstt. Registrar of Co-operative Societies, Dadra and Nagar Haveli is hereby cancelled

*By order and in the name of the Administrator.*

Sd/- ILLEGIBLE  
Secretary to the Administrator,  
Dadra and Nagar Haveli,  
SILVASSA.

The 18th November 1972

No. ADM/LAW/164.—In exercise of the powers conferred by Section 7 of the Minimum Wages Act, 1948

1-368GI/72

(149)

(Act No. XI of 1948), the Administrator, Dadra and Nagar Haveli is pleased to constitute an Advisory Board, consisting of the following members for the purpose of co-ordinating the work of committee and advising the Administration generally in the matter of fixing and revising minimum rates of wages for the purpose of the Act.

1. The Sarpanch of the Varishtha Panchayat, Dadra and Nagar Haveli.—Chairman.
2. The Mamlatdar, Dadra and Nagar Haveli.—Member.
3. Shri Gulabsinh Chhotusinh Parmar of Naroli.—Member.
4. Shri Amritlal Lallubhai Patel of Kilavni.—Member.
5. Shri Surji Bhima Andher, Khadipada-Amlı.—Member.
6. Smt. Paliben Manji Dhodi, Khadipada-Amlı.—Member.

*By order and in the name of the Administrator.*

Sd/- ILLEGIBLE  
Secretary to the Administrator,  
Dadra and Nagar Haveli,  
SILVASSA.

**UNION TERRITORY OF DADRA AND NAGAR HAVELI**

**FACTORIES ACT, 1948 (LXIII of 1948), as extended to the Union Territory of Dadra and Nagar Haveli.**

No. Adm/LAW/143(19).—In exercise of the powers conferred by the Factories Act, 1948 (LXIII of 1948), I Nakulsen, Administrator, Dadra and Nagar Haveli am pleased to make the following rules to carry out the purposes of the Act, namely :—

**RULES**  
**CHAPTER I.**  
*Preliminary*

1. *Short Title and extent*—(1) These rules may be called the Dadra and Nagar Haveli Factories Rules 1971.  
(2) They shall extend to the whole of the "Union Territory of Dadra and Nagar Haveli."

2. *Definitions*—In these rules unless there is anything repugnant in the subject or context—

- (a) "Act" means the Factories Act, 1948.
- (b) "Appendix" means an appendix appended to these Rules.
- (c) "Artificial Humidification" means the introduction of moisture into the air of a room by any artificial means whatsoever, except the unavoidable escape of steam or water vapour into atmosphere directly due to a manufacturing process :
- Provided that the introduction of air directly from outside through moistened mats or screens placed in openings at times when the temperature of the room is 80 degrees or more, shall not be deemed to be artificial humidification.
- (d) "Belt" includes any driving strap or rope.
- (e) "Degrees" (of temperature) means degrees on fahrenheit scale.
- (f) "District Magistrate" includes such other official as may be appointed by the Administrator in this behalf.
- (g) "Form" means a Form prescribed in these Rules.
- (h) "Fume" includes gas or vapour.
- (i) "Health Officer" means the official as may be appointed by the Administrator in that behalf.
- (j) "Hygrometer" means an accurate wet and dry bulk hygrometer conforming to the prescribed conditions as regards constructions and maintenance.
- (k) "Inspector" means any inspector appointed under the Act and includes the Chief Inspector of Factories and a District Magistrate.
- (l) "Maintained" means maintained in an efficient

state, in efficient working order and in good repair.

(m) "Manager" means the person responsible to the occupier for the working of the factory for the purposes of the Act.

*Rules 3 to 11 prescribed under sub-section (1) of section 6.*

(1) *Approval of plans*.—(1) An application for obtaining previous permission for the site on which the factory is to be situated and for the construction or extension of a factory shall be made to the Chief Inspector of Factories.

Application for such permission shall be made in Form No. 1 which shall be accompanied by the following documents :—

(a) A flow chart of the manufacturing process supplemented by a brief description of the process in its various stages;

(b) Plans in duplicate drawn to scale showing—  
(i) the site of the factory and immediate surrounding including adjacent buildings and other structures, roads, drains, etc.

(ii) the plan, elevation and necessary cross-sections of the various buildings, indicating all relevant details relating to natural lighting, ventilation and means of escape in case of fire. The plans shall also clearly indicate the position of the plant and machinery, aisles and passage ways, and

(c) such other particulars as the Chief Inspector may require.

(2) If the Chief Inspector is satisfied that the plans are in consonance with the requirements of the Act he shall, subject to such conditions as he may specify, approve them by signing and returning to the applicant one copy of each plan or he may call for such other particulars as he may require to enable such approval to be given.

(3) No building or premises shall be constructed, extended or taken into use as a factory or part of a factory unless the previous permission in writing is obtained from the Chief Inspector of Factories.

(4) *Application for registration and grant of licence*.—  
(1) The occupier or manager of every factory to which the act applies shall submit to the Chief Inspector an application in triplicate in Form No. 2 for the registration of the factory accompanied by an application in Form No. 3 for the grant of a licence therefor.

Provided that the occupier or manager of a place to which the provisions of the Act are made applicable by a notification under section 85 of the Act shall submit an application within 30 days of the date of that notification.

(2) Every application in Form No. 2 shall be accompanied by a treasury receipt, a crossed cheque, a crossed Indian Postal Order or as the case may be, an invoice for book adjustment, for payment of the fees for the purpose as specified in the Schedule below :—

**S C H E D U L E**

Quantity of H. P. Installed—Max. number of persons to be employed on any day		during the year 197					
Up to 20	From 21 to 50	From 51 to 100	From 101 to 250	From 251 to 500	From 501 to 750	751 and above	
1	2	3	4	5	6	7	8
Nil	Rs. 7·50	Rs. 18·75	Rs. 37·50	Rs. 93·75	Rs. 187·50	Rs. 280·25	Rs. 375·00
Up to 10	18·75	37·50	45·00	112·50	225·00	237·50	340·00
Above 10 but not Above 50	37·50	56·25	75·00	187·50	375·00	562·50	750·00
but not above 100	75·00	93·75	112·50	281·25	562·50	843·75	1,125·00
Above 100	112·50	150·00	187·50	375·00	750·00	1,125·00	1,500·00

**Provided that—**

(i) fees to be charged for the following classes of Factories, shall be one-half of those specified above if they do not work for more than 180 days in the aggregate in a calendar year—

- (a) Cotton Ginning and Pressing Factories,
- (b) Gur Factories,
- (c) Jarda factories. (tobacco Processing),
- (d) Cashewnut factories,
- (e) Groundnut decorticating factories,
- (f) Rice mills.

(ii) in the case of other factories working for a part of the year and commencing work on or after the 1st day of July, the fees to be charged for the first time shall be one half of the relevant fees specified in the Schedule aforesaid subject to a minimum of Rs. 5.

**5. Grant of licence.**—(1) The Chief Inspector may, on receipt of an application under sub-rule (1) of rule 4, and on payment of the relevant fees specified in sub-rule (2) of that rule, and on being satisfied that there is no objection to the grant of licence applied for, register the factory and grant the licence in form No. 4 to the applicant to use as factory such premises as are specified in the application and subject to compliance with such conditions as are specified in the licence.

(2) The Chief Inspector may refuse to register the factory and to grant a licence, if he is satisfied—

- (i) that an application is not accompanied by plans—
  - (a) of the site on which the factory is to be situated,
  - (b) for the construction or extension of the factory, or
- (ii) that the application is accompanied by plans which have not been approved or the conditions subject to which they are approved have not been complied with,
- (iii) that material requirements of the relevant provisions specified in Schedule to rule 102 of these rules in relation to the factory concerned have not been complied with, or
- (iv) that there is imminent danger to life in the factory due to explosive or inflammable dust, gas or fumes and effective measures, in his opinion, have not been taken to remove the danger.

(3) Subject to the provisions hereinafter contained with respect to cancellation and unless earlier renewed under rule 7, every such licence shall remain in force, until the 31st day of December next following and shall then expire."

**6. Amendment of licence.**—(1) A licence granted under rule 5 may be amended by the Chief Inspector.

(2) A licensee shall be required to have his licence amended if there is a change in the name of factory, or if the factory for which the licence is granted exceeds the limits specified in the licence in regard to horse-power or the number of persons employed. The licensee whose licence is required to be amended shall submit it to the Chief Inspector so as to reach him within a period of 30 days from the date the event requiring amendment of the licence occurs, with an application stating the nature of the amendment and reasons therefor.

Provided that no amendment of the licence shall be necessary in respect of changes in the number of workers or horse-power or both unless such changes involve higher licence or renewal fee.

(3) Where a licence is required to be amended under sub-rule (2) the fee to be paid for such amendment

shall be equal to the difference between the licence or renewal fees on the basis of the higher number of workers and horse-power and the fees for the grant of licence or renewal thereof already paid for the year or part thereof.

(4) If the application for the amendment of licence is received at any time after the expiry of the period specified in sub-rule (2), then notwithstanding any action which may be taken against the licensee for such default, the licence may be amended on payment of an additional fee equal to 25 per cent of the fee payable under sub-rule (3).

**(a) "7. Renewal of licence.**—(1) An application for the renewal of licence shall be sent by registered post to Chief Inspector in Form No. 3 accompanied by a treasury receipt, a crossed cheque, crossed Indian Postal Order or as the case may be, an invoice for book adjustment, for payment of the fees specified in the schedule to rule 4, so as to reach him not later than two months before the date on which the licence is due to expire.

Provided that where a factory commences work on or after the 1st day of November in any year, application for renewal of the licence shall be made on or before the 1st day of January next following.

(2) On receipt of the application under sub-rule (1), the Chief Inspector may, if he is satisfied that there is no objection to the renewal of the licence, renew the same or may, after recording his reasons refuse the renewal of the licence applied for on any of the ground specified in sub-rule (2) of rule (5).

Provided that where the application for the renewal of the licence is made after the expiry of the period specified in sub-rule (1) it may be renewed on payment of an additional fee of 25 percent of the fee payable for the renewal of the licence."

**8. Transfer of licence.**—(1) The holder of a licence may, at any time before the expiry of the licence, apply for permission to transfer his licence to another person.

(2) Such application shall be made to the Chief Inspector who shall enter upon the licence, under his signature, an endorsement to the effect that the licence has been transferred to the person named.

(3) A fee of five rupees shall be charged on each such application.

**8-A. When licence deemed to be granted or renewed.**—Where an application for the grant or renewal of licence is duly made in accordance with these rules, the factory in respect of which the licence is to be granted or renewed, as the case may be, shall be deemed to be duly licensed until such licence is granted or renewed or until an intimation that the grant or renewal of the licence had been refused is communicated to such person.

**Explanation.**—For the purpose of this rule an application for the grant or renewal of a licence shall be deemed to have been duly made only if it is in the form specified therefor and is filled in with all relevant particulars and further is accompanied by a treasury receipt, a crossed cheque, a crossed Indian Postal Order or as the case may be, an invoice for book adjustment, for payment of the fees in accordance with the Schedule annexed to rule 4.

**9. Procedure on death or disability of licensee.**—If a licensee dies or becomes insolvent, the person carrying on the business of such licensee shall not be liable to any penalty under the Act for exercising the powers granted to the licensee by the licence during such time as may reasonably be required to allow him to make an application for the amendment of the licence under the rule 6 in his own name for the unexpired portion of the original licence.

1(10). *Loss of licence.*—(1) Where a licence granted under these rules is lost or destroyed, a duplicate thereof may be granted.

(2) The Chief Inspector may require a licensee to obtain a duplicate licence if the original licence is defaced or spoiled).

2. (11). *Made of payment of fee.*—(1) Every application under these rules shall be accompanied by a treasury receipt showing that the appropriate amount of fees has been paid into the local treasury under the head of account XXXII Miscellaneous, Social and Development organisations Labour and employment or a crossed cheque or crossed Indian Postal Order for the appropriate amount of fees drawn in favour of Chief Inspector;

Provided that in the case of a Government factory the payment of the appropriate amount of fees shall be made in the same manner as payments of amounts due by one Government Department to another are (ordinarily made).

(2) If an application for the grant renewal or amendment of a licence is rejected the fee paid shall be refunded to the applicant.

3(3). Where such application is granted any amount paid by the applicant in excess of the prescribed fee shall be refundable only after the expiry of one year from the date of such grant or the same may be adjusted against payment of any fees due for the next succeeding year.

4 (11) A. *Suspension of licence.*—(1) If before the 31st October of any year an occupier notifies his intention in writing to the Chief Inspector that during the year following the premises in respect of which licence is issued will not be used for the working of the factory, the chief Inspector may suspend the licence granted in respect of such factory.

(2) A licence suspended under sub-rule (1) may be reviewed on receipt of application for renewal in form No. 3 accompanied by the licence for the remaining part of the year on payment of relevant fee specified in rule 7 and a surcharge at the rate of 10 per cent of such fee.

Form prescribed under sub-section (1) section 7.

12. *Notice of occupation.*—The notice of occupation shall be in Form No. 2.

(12) A. *Notice of appointment of new Manager.*—The notice of appointment of a new manager shall be sent under sub-section (4) of section 7 in form (3A).

## CHAPTER II.

### THE INSPECTING STAFF

*Rule prescribed under sub-section (1) of section 8*

13. *Appointment of Inspectors.*—No person shall be appointed as Inspector for the purposes of the Act, unless he possesses the qualifications prescribed for such Inspectors in the Recruitment Rules in force at the time of his appointment.

*Rule prescribed under section 9*

14. *Powers of Inspectors.*—An Inspector shall for the purpose of the execution of the Act, have power to do all or any of the following things, that is to say—

(a) to photograph any workers, to inspect, examine, measure, copy, photograph, sketch or test, as the case may be, any building or room, any plant, machinery, appliance or apparatus, any register or document or any thing provided for the purpose of securing the health, safety or welfare of the workers employed in a factory.

(b) in the case of an Inspector who is a duly qualified medical practitioner to carry out such medical examinations as may be necessary for the purposes of his duties under the Act;

(c) to prosecute, conduct or defend before a court any complain or other proceeding arising under the Act or in discharge of his duties as an Inspector;

Provided that the powers of the District Magistrates and such other public officers as are appointed to be additional Inspectors shall, unless otherwise expressly provided in the notifications under sub-section (5) of section 8, be limited to the inspection of factories in respect of the following matters namely :—

Cleanliness (section 11), over-crowding (section 16), Lighting (section 17), Drinking water (section 18), Latrines and urinals (section 19), Spittoons (section 20), Precautions in the case of fire (section 38), welfare (Chapter V), working hour of adults (Chapter VI—except the power of exemption under proviso to section 62), Employment of young persons (Chapter VII), Leave with wages (Chapter VIII), and Display of Notices (Section 108).

*Provided further that—*

(i) the District Magistrate shall not pass any original orders or remarks under section 11, 17 and 38 of the Act but shall limit and confine his orders or remarks under those sections to the points to which the full time Inspector of Factories has, already directed the attention of manager or occupier of the factory as the case may be :

(ii) all additional Inspectors except District Magistrate shall report the defects found and remedies suggested for enforcing compliance with requirements of sections referred to above, to the Chief Inspector who shall pass final orders in each case.

Rule prescribed under sub-section (4) of section 10.

15. *Duties of Certifying Surgeon.*—(1) For purposes of the examination and certification of young persons who wish to obtain certificates of fitness, the Certifying Surgeon shall arrange a suitable time and place for the attendance of such persons, and shall give previous notice in writing of such arrangements to the Managers of factories situated within the local limits assigned to him.

(2) The Certifying Surgeon shall issue his certificates in Form No. 5. The foil and counterfoil shall be filled in and the left thumb mark of the person in whose name the certificate is granted shall be taken on them. On being satisfied as to the correctness of the entries made therein and of the fitness of the person examined, he shall sign the foil and initial the counterfoil and shall deliver the foil to the person in whose name the certificate is granted. The foil so delivered shall be the certificate of fitness granted under section 69. All counterfoils shall be kept by the Certifying Surgeon for a period of at least 2 years after the issue of the certificate.

(3) If a certificate of fitness issued to a young persons is lost, on receipt of an application for the grant of a duplicate, the Certifying Surgeon, after making such inquiries as he deems fit, may grant a duplicate thereof. Such application shall be forwarded through the occupier of the factory where the young person is employed.

(4) (a) A fee of Rs. 1 shall be payable for the issue of every certificate of fitness issued under rule 15(2) and shall be paid by the occupier.

(b) A fee of 50 Paise shall be payable for the issue of every duplicate certificate under rule 15(3) and shall be paid by the occupier.

(5) The Certifying Surgeon shall, upon request by the Chief Inspector carry out such examination and furnish

him with such report as he may indicate for any factory or class or description of factories where—

(a) cases of illness have occurred which it is reasonable to believe are due to the nature of the manufacturing process carried on, or other conditions of work prevailing therein, or

(b) by reason of any change in the manufacturing process carried, on, or in the substances used therein or by reason of the adoption of any new manufacturing process or of any new substance for use in a manufacturing process, there is a likelihood of injury to the health of workers employed in that manufacturing process, or

(c) young persons are, or are about to be employed in any work which is likely to cause injury to their health.

(6) For the purpose of the examination of persons employed in processes covered by the Rules relating to dangerous operations, the Certifying Surgeon shall visit the factories within the local limits assigned to him at such intervals as are prescribed by the Rules relating to such dangerous operations.

(7) At such visits the Certifying Surgeon shall examine the persons employed in such processes and shall record the result of his examination in a register known as the Health Register (Form No. 20) which shall be kept by the factory manager and produced to the Certifying Surgeon at each visit.

(8) If the Certifying Surgeon finds as a result of his examination that any person employed in such process is no longer for medical reasons to work in that process, he shall suspend such person from working in that process for such time as he may think fit and no person after suspension shall be employed in that process without the written sanction of the Certifying Surgeon in the Health Register.

(9) The manager of a factory shall afford to the Certifying Surgeon facilities to inspect any process in which any person is employed or is likely to be employed.

(10) The manager of a factory shall provide for the purpose of any medical examination which the Certifying Surgeon wishes to conduct at the factory (for his exclusive use on the occasion of an examination) a room which shall be properly cleaned and adequately ventilated and lighted and furnished with a screen, a table (with writing materials) and chairs.

### CHAPTER III

#### HEALTH

##### *Exemptions under sub-section (2) of section II*

16. *Cleanliness of walls and ceilings.*—(1) Clause (d) of sub-section (1) of section 11 of the Act shall not apply to the class or description of Factories or parts of factories specified in the Schedule hereto.

Provided that they are kept in a clean state by washing, sweeping, brushing, dusting, vacuum-cleaning or other effective means :

Provided further that the said clause (d) shall continue to apply—

(i) as respects factories or parts of factories specified in Part A of the said Schedule, to work-rooms in which the amount of cubic space allowed for every person employed in the room is less than 14.2 cubic metres.

(ii) as respects factories or parts of factories specified in Part B of the said Schedule, to work-rooms in which the amount of cubic space allowed for every person employed in the room is less than 70.75 cubic metres.

(iii) to engine house, fitting shops, lunch-rooms, canteens, shelters, creches, cloak rooms, rest rooms and wash-places, and

(iv) to such parts of walls, sides and tops of passage and staircases as are less than 6.1 metres above the floor or stair.

(2) If it appears to the Chief Inspector that any part of a factory, to which by virtue of sub-rule (1) any of the provisions of the said clause (d) do not apply, or apply as varied by sub-rule (1), is not being kept in a clean state, he may by written notice require the occupier to white-wash or colour-wash, wash, paint or varnish the same, and in the event of the occupier failing to comply with such requisition within two months from the date of the notice sub-rule (1) shall cease to apply to such part of a factory, unless the Chief Inspector otherwise determines.

### SCHEDULE

#### PART A

Blast furnaces.

Brick and tile works in which unglazed bricks or tiles are made.

Cement works.

Chemical works.

Copper mills.

Gas works.

Iron and Steel mills.

Stone, slate and marble works.

The following parts of factories:—

Rooms used only for the storage of articles.

Rooms in which the walls or ceilings consist of galvanized iron, glazed bricks, glass, slate, asbestos bamboo thatch.

Parts in which dense steam is continuously evolved in the process.

Parts in which pitch, tar or like material is manufactured or is used to a substantial extent, except in brush works. The parts of a glass factory known as the glass house. Rooms in which graphite is manufactured or is used to a substantial extent in any process.

Parts in which coal, coke, oxide of iron, ochre, lime or stone is crushed or ground.

Parts of walls, partitions, ceilings or tops for rooms which are at least 6.1 metres above the floor.

Ceilings or tops of rooms in print works, bleach works or dye works, with the exception of finishing rooms or warehouses.

Inside walls of oil mills below a height of 1.5 metres from the ground floor level. Inside walls in tanneries below a height of 1.5 metres from the ground floor level where a wet process is carried on.

#### PART B

Coach and motor-body works.

Electric generating or transforming stations.

Engineering works.

Factories in which sugar is refined or manufactured.

Foundries other than foundries in which brass casting is carried on. Gun factories.

Ship building works.

Those parts of factories where unpainted or unvarnished wood is manufactured.

Register prescribed under sub-section (1) of Section 11.

17. *Record of white-washing etc.*—The record of dated on which white-washing, colour-washing, varnishing, etc., are carried out shall be entered in a Register maintained in Form No. 7.

1 Rule prescribed under sub-section(1) of section 11 and section 112.

17 A. *Compound to be kept clean.*—The compound surrounding every factory shall be maintained in a sanitary and clean condition free of rubbish, filth or debris.

Rule prescribed under sub-section (2) of section 12.

18. *Disposal of trade wastes and effluents.*—(1) In the case of a factory where the drainage system is proposed to be connected to the public sewage system, prior approval of the arrangements made shall be obtained from the local authority.

(2) In the case of factories other than those mentioned in sub-rule (1) of this rule, prior approval of the arrangement made for the disposal of trade-wastes and effluents shall be obtained from the Health Officer.

Rule 19 to 29 prescribed under sub-section (1) of section 15.

19. When artificial humidification not allowed. There shall be no artificial humidification in any room of a cotton spinning or weaving factory:—

(a) by the use of steam during any period when the dry bulb temperature of that room exceeds 65 degrees.

(b) at any time when the wet bulb reading of the hygrometer is higher than that specified in the following Schedule in relation to the dry bulb reading of the hygrometer at that time or as regards a dry bulb reading intermediate between any two dry bulb readings indicated consecutively in the Schedule when the dry bulb reading does not exceed the wet bulb reading to the extent indicated in relation to the lower or of these two dry bulb reading:—

#### S C H E D U L E

Dry bulb	Wet bulb	Dry bulb	Wet bulb	Dry bulb	Wet bulb
60·0	58·0	77·0	75·0	94·0	86·0
61·0	59·0	78·0	76·0	95·0	87·0
62·0	60·0	79·0	77·0	96·0	87·5
63·0	61·0	80·0	78·0	97·0	88·0
64·0	62·0	81·0	79·0	98·0	88·5
65·0	63·0	82·0	80·0	99·0	89·0
66·0	64·0	83·0	80·5	100·0	89·5
67·0	65·0	84·0	81·0	101·0	90·0
68·0	66·0	85·0	82·0	102·0	90·0
69·0	67·0	86·0	82·5	103·0	90·5
70·0	68·0	87·0	83·0	104·0	90·5
71·0	69·0	88·0	83·5	105·0	91·0
72·0	70·0	89·0	84·0	106·0	91·0
73·0	71·0	90·0	84·5	107·0	91·5
74·0	72·0	91·0	85·0	108·0	91·5
75·0	73·0	92·0	85·5	109·0	92·0
76·0	74·0	93·0	86·0	110·0	92·0

Provided, however, that clause (b) shall not apply when the difference between the wet bulb temperature as indicated by the hygrometer in the department concerned and the wet bulb temperature taken with a hygrometer outside in the shade is less than 3.5 degrees.

20. *Provision of Hygrometer.*—In all departments of cotton spinning and weaving mills therein artificial humidification is adopted, hygrometer shall be provided and maintained in such positions as are approved by the Inspector. The number of hygrometer shall be regulated according to the following scale:—

(a) *Weaving Department.*—One hygrometer for departments with less than 500 looms, and one additional hygrometer for every 500 or part of 500 looms, in excess of 500.

(b) *Other Departments.*—One hygrometer for each room of less than 8495 cubic meters capacity and one extra hygrometer for each 5663.4 cubic metres or part thereof, in excess of this.

(c) One additional hygrometer shall be provided and maintained outside each cotton spinning and weaving factory wherein artificial humidification is adopted, and in a position approved by the Inspector, for taking hygrometer shade readings.

21. *Exemption from maintenance of hygrometers.*—When the Inspector is satisfied that the limits of humidity allowed by the Schedule to rule 19 are never exceeded,

he may, for any department other than the weaving department, grant exemption from the maintenance of the hygrometer. The Inspector shall record such exemptions in writing.

22. *Copy of Schedule to rule 19 to be affixed near every hygrometer.*—A legible copy of the Schedule to rule 19 shall be affixed near each hygrometer.

23. *Temperature to be recorded at each hygrometer.*—At each hygrometer maintained in accordance with rule 20, correct wet and dry bulb temperatures shall be recorded daily during working hours, except intervals, for rest, by competent persons nominated by the Manager and approved by the Inspector. The temperature shall be taken between 7 a.m./p.m. and 9 a.m./p.m. between 11 a.m./p.m. and 2 p.m./a.m. and between 4 p.m./a.m. and 5-30p.m./a.m. if the factory is working during these hours. In exceptional circumstances, such additional reading and between such hours, as the Inspector may specify, shall be taken. The temperatures shall be entered in a Humidity Register in Form No. 6, maintained in the factory. At the end of each month, the persons who have taken the readings, shall sign the Register and certify the correctness of the entries. The Register shall always be available for inspection by the Inspector.

24. *Specifications of hygrometer:*—(1) Each hygrometer shall comprise two mercurial thermometers of wet bulb and dry bulb of similar construction, and equal in dimensions, scales and divisionals of scale. They shall be

mounted on a frame with a suitable reservoir containing water.

(2) The wet bulb shall be closely covered with a single layer of muslin, kept wet by means of a wick attached to it and dropping into the water in the reservoir. The muslin covering and the wick shall be suitable for the purpose, clean and free from size or grease.

(3) No part of wet bulb shall be within 7.6 centimetres from the dry bulb or less than 2.5 centimetres from the surface of the water in the reservoir and the water reservoir shall be below it, on the side of it away from dry bulb.

(4) The bulb shall be spherical and of suitable dimensions and shall be freely exposed on all sides to the air of the room.

(5) The bores of the stems shall be such that the position of the top of the mercury column shall be readily distinguishable at a distance of 61 centimetres.

(6) Each thermometer shall be graduated so that accurate readings may be taken between 50 and 120 degrees.

(7) Every degree from 50 degrees up to 120 degrees shall be clearly marked, by horizontal lines on the stem, each fifth and tenth degree shall be marked by longer marks than the intermediate degrees and the temperature marked opposite each tenth degree, i.e. 50, 60, 70, 80, 90, 100, 110 and 120.

(8) The markings as above shall be accurate, that is to say, at no temperature between 50 and 120 degrees shall the indicated readings be in error by more than two-tenths of a degree.

(9) A distinctive number shall be indelibly marked upon the thermometer.

(10) The accuracy of each thermometer shall be certified by the National Physical Laboratory, London, or some competent authority appointed by the Chief Inspector and such certificate shall be attached to the Humidity Register.

(25) *Thermometers to be maintained in efficient order.*—Each thermometer shall be maintained at all times during the period of employment in efficient working order, so as to give accurate indications and in particular—

(a) the wick and the muslin covering of the wet bulb shall be renewed once a week;

(b) the reservoir shall be filled with water which shall be completely renewed once a day. The Chief Inspector may direct the use of distilled water or pure rain water in any particular mill or mills in certain localities;

(c) no water shall be applied directly to the wick or covering during the period of employment.

26. *An inaccurate thermometer not to be used without fresh certificate.*—If an Inspector gives notice in writing that a thermometer is not accurate it shall not after one month from the date of such notice be deemed to be accurate unless and until it has been re-examined as prescribed and a fresh certificate obtained which certificate shall be kept attached to the Humidity Register.

27. *Hygrometer not to be affixed to wall, etc. Unless protected by wood.*—(1) No hygrometer shall be affixed to a wall, pillar or other surface unless protected therefrom by wood or other non-conducting material at least 12.7 millimetres in thickness and distant at least 2.5 centimetres from the bulb of each thermometer.

(2) No hygrometer shall be fixed at a height of more than 1.7 metres from the floor to the top of thermometer stem or in the direct draughts from a fan, window or ventilating opening.

28. *No reading to be taken within 15 minutes of renewal of water.*—No reading shall be taken for record on any hygrometer within 15 minutes of the renewed water in the reservoir.

29. *How to introduce steam for humidification.*—In any room in which steam pipes are used for the introduction of steam for the purpose of artificial humidification of the air the following provisions shall apply:—

(a) The diameter of such pipes shall not exceed 5.1 centimetres and in the case of pipes installed after 1st day of January 1950 the diameter shall not exceed 2.5 centimetres.

(b) Such pipes shall be as short as is reasonably practicable.

(c) All hangers supporting such pipes shall be separated from the bare pipes by an efficient insulator not less than half 12.7 millimetres in thickness.

(d) No uncovered jet from such pipes shall project more than 11.5 centimetres beyond the outer surface of any cover.

(e) The steam pressure shall be as low as practicable and shall not exceed 31.8 Kilograms per 6.3 square centimetres or 5 kilograms per square centimetre.

(f) The pipe employed for the introduction of steam into the air in a department shall be effectively covered with such non-conducting material, as may be approved by the Inspector.

*Rules 30 to 34 prescribed under sub-section (4) of section 17.*

30. *Lighting-application and commencement.*—(1) Subject as in these Rules provided, rules 30 to 34 shall apply to factories in which persons are being regularly employed in a manufacturing process or processes for more than 48 hours a week, or in shifts, provided that nothing in these rules shall be deemed to require the provision of lighting of a specified standard in any building or structure so constructed that, in the opinion of the Chief Inspector, it would not be reasonably practicable to comply with such requirement.

(2) Rules 30 to 34 shall come into force, in respect of any class or description of factories, on such dates as the Administrator may, by notification in the Official Gazette, appoint in this behalf.

31. *Lighting of interior parts.*—(1) The general illumination over those interior parts of a factory where persons are regularly employed shall be not less than 30 metres candles measured in the horizontal plane at a level of 91.4 centimetres above the floor.

Provided that in any such parts in which the mounting height of the light source or general illumination necessary exceeds 7.6 metres measured from the floor or where the structure of the room or the position or construction of the fixed machinery or plant prevents the uniform attainment of this standard the general illumination at the said level shall be not less than 10 metres candles and where work is actually being done the illumination shall be not less than 30 metres candles.

(2) The illumination over all other interior parts of the factory over which persons employed pass shall, when and where a person is passing, be not less than 5 metres candles at floor level.

(3) Artificial lighting in accordance with the following standards shall be provided and used in the interior of cotton ginning factories at times when artificial lighting is necessary and is ordinarily used.

(i) by means of electricity, to the satisfaction of the Inspector, one lamp per six gins, each lamp not less than twenty-five candles power; or

(ii) by candles placed in glass lanterns of a pattern approved by the Inspector, not less than one such lantern for every two gins.

(4) The standard specified in this Rule shall be without prejudice to the provisions of any additional illumination required to render the lighting sufficient and suitable for the nature of the work.

**32. Prevention of glare.**—(1) Where any source of artificial light in the factory is less than 4.9 metres above floor level, no part of the light source or of the lighting fitting having a brightness greater than 1.5 candles per square centimetre shall be visible to persons whilst normally employed within 30.48 metres of the source, except where the angle of elevation from the eye to the source or part of the fitting as the case may be exceeds 20°.

(2) Any local light, that is to say, an artificial light designed to illuminate particularly the area or part of the area of work of a single operative or small group of operatives working near each other, shall be provided with a suitable shade of opaque material to prevent glare or with other effective means by which the light source is completely screened from the eyes of every person employed at a normal working place, or shall be so placed that no such person is exposed to glare therefrom.

**33. Power of Chief Inspector to exempt.**—When the Chief Inspector is satisfied in respect of any particular factory or part thereof or in respect of any description of workroom or process that any requirements of rules 30 to 32 is in appropriate or is not reasonably practicable, he may by order in writing exempt the factory or part thereof, or description of workroom or process from such requirement to such extent and subject to such conditions he may specify.

**34. Exemption from Rule 31.**—(1) Nothing in rule 31 shall apply to the parts of factories specified in Part I of Schedule annexed hereto.

(2) Nothing in sub-rule (a) of rule 31, shall apply to the factories or parts of factories respectively specified in Part II of the said Schedule.

## SCHEDULE

### PART I

Parts of factories in which light sensitive photographic materials are made or used in an exposed condition or where such exposing operations are carried on.

### PART II

Cement works.

Works for the crushing and grinding of limestone.

Gas work.

Coke Oven Works.

Electrical stations.

Flour Mills.

Meltings and Breweries.

Parts of factories in which following processes are carried on :—

Concrete or artificial stone making.

Conversion of iron into steel.

..... Smelting of iron ore.

Iron or steel rolling.

Hot rolling or forging, tempering or annealing of metals.

Glass blowing and other working in molten glass.

Tar distilling.

Petroleum refining and blending.

**Rules 35 to 40 prescribed under sub-section (1) of section 18.**

**35. Quantity of drinking water.**—The quantity of drinking water to be provided for the workers in every factory shall be at least 4.5 litres per day per worker and such drinking water shall be readily available at all times during working hours.

**36. Source of supply.**—The water provided for drinking shall be supplied—

(a) from the taps connected with a public water supply system, or

(b) from any other source approved in writing by the Health Officer.

**37. Storage of water.**—If drinking water is not supplied from taps connected with a public water supply system which is continuous, such water shall be kept in suitable vessels with taps and dust-proof cover placed on raised platforms in the shade with drains to carry away the waste water. Such vessels shall always be kept scrupulously clean and the water renewed at least once every day. Where the water is drawn from the tubewells, such water, may be drawn in vessels direct from supply taps.

**38. Cleanliness of wells or reservoir.**—(1) Drinking water shall not be supplied from any open well or reservoir unless it is so constructed, situated, protected and maintained as to be free from the possibility of pollution by chemical or bacterial and extraneous impurities.

(2) Where drinking water is supplied from such well or reservoir the water in it shall be sterilised once a week or more frequently if the Inspector by written order so requires, and the date on which sterilising is carried out shall be recorded.

Provided that this requirement shall not apply to any such well or reservoir if the water therein is filtered and treated to the satisfaction of the Health Officer before it is supplied for consumption.

**39. Report from Health Officer.**—The Inspector may by order in writing direct the Manager to obtain, at such time or at such intervals as he may direct, a report from the Health Officer as to the fitness for human consumption of the Inspector a copy of such report as soon as it is received from the Health Officer.

**40. Cooling of water.**—In every factory wherein more than 250 workers are ordinarily employed—

(a) the drinking water supplied to the workers shall from the 1st of March to 30th of November in every year be cooled by ice or other effective method.

Provided that if ice is placed in the drinking water, the ice shall be clean and wholesome and shall be obtained only from a source approved in writing by the Health Officer.

(b) (i) the cooled drinking water shall be supplied in every canteen, lunch-room and rest-room and also at conveniently accessible points throughout the factory which for the purpose of these Rules shall be called "Water Centres".

(ii) at least one such centre shall be provided on each floor if the factory has more than one floor,

(c) the "Water Centres" shall be sheltered from the weather and adequately drained.

(d) (i) the number of "Water Centre" to be provided shall be one "Water Centre" for every 150 workers or part thereof employed any one time in the factory.

Provided that in that case of a factory where the number of workers employed exceeds 450 it shall be sufficient if there is one "Water Centre" as aforesaid for every 150 workers up to the first 450 and one for every 450 workers or part thereof thereafter, and in counting the number, account shall be taken of the maximum number of workers working at any time during the day.

(ii) Where drinking water is provided through taps or through drinking fountains each "Water Centre" shall have at least three such taps or fountains. The taps or fountains shall be at least 61 centimetres apart, and shall have a trough to drain away the spilt water. The trough and the walls and platform near the tap shall be laid in glazed tiled.

Provided that where mechanical refrigerating units with drinking water fountains distributed throughout the factory, are provided the number of "Water Centres" may not be according to the standard prescribed under sub-clause(i) above, as long as the total number of fountains provided is in accordance with the prescribed standard if the number of "Water Centres" as prescribed in sub-clause(i) were provided.

(e) (i) every "Water Centre" shall be maintained in a clean and orderly condition.

(ii) every "Water Centre" shall be in charge of a suitable person who shall distribute the water and who shall be provided with clean clothes while on duty.

Provided that in respect of factories where mechanical refrigerating units and taps are provided to the satisfaction of the Chief Inspector, he may exempt such a factory on an application made by the manager from the provisions of sub-clause(ii) on such conditions as he may deem fit—

**Rule 41 to 50 prescribed under sub-section (3) of section 19.** 41. Latrine Accommodation.—Latrine accommodation shall be provided in every factory on the following scale :—

(a) Where females are employed, there shall be at least one latrine for every 25 females;

(b) Where males are employed, there shall be at least one latrine for every 25 males: Provided that, where the number of males employed exceeds 100, it shall be sufficient if there is one latrine for every 25 males up to the first 100, and one for every 50 thereafter. In calculating the number of latrine required under this Rule, any odd number of workers less than 25 or 50, as the case may be, shall be reckoned as 25 or 50 and the number of the workers to be considered shall be the maximum number employed at any time during the day.

42. 1\* \* \* \*

43. *Privacy of latrines.*—Every latrine shall be under cover and so partitioned off as to secure privacy, and shall have a proper door and fastenings.

44. *Sign boards to be displayed.*—Where workers of both sexes are employed, there shall be displayed outside each latrine block a notice in the language understood by the majority of the workers "For Men Only" or "For Women Only" as the case may be. The notice shall also bear the figure of a man or of a woman as the case may be.

45. *Urinal accommodation.*—There shall be at least one urinal for every 50 male workers or part thereof

employed at a time, provided that where the number of males employed exceeds 500 it shall be sufficient if there is one urinal for every 50 males up to the first 500 & one for every 100 or part thereof thereafter.

**146. *Latrines and Urinals to conform to public health requirements.***—Latrines and urinals other than those connected with an efficient water borne sewerage system, shall comply with the requirements of the Public Health Authorities.

**47. *Certain latrines and urinals to be connected to sewerage system.***—When any general system of underground sewerage with an assured water supply for any particular locality is provided in a municipality, all latrines and urinals of a factory situated in such locality shall if the factory is situated within 30.5 metres of an existing sewer, connected with that sewerage system.

**48. *White-washing, colour-washing of latrines and urinals.***—The wall, ceilings and portion of every latrine and urinal shall be white-washed or colour-washed and the white-washing or colour-washing shall be repeated at least once in every period of four months. The dates on which the white-washing or colour-washing is carried out shall be entered in the Prescribed Register. (Form No. 7) :

Provided that this Rule shall not apply to—latrines and urinals, the walls, ceilings or portions of which are laid in glazed tiles or otherwise finished to provide a smooth, polished impervious surface and that they are washed with suitable detergents and disinfectants at least once in every period of four months.

**49. *Construction and maintenance of drains.***—All drains carrying waster or sullage water shall be regularly flushed and the effluent disposed of by connecting such drains with a suitable drainage line.

Provided that, where there is no such drainage line, the effluent shall be deodorized and rendered innocuous and then disposed of in a suitable manner to the satisfaction of the Health Officer.

**50. *Water taps on latrines.***—Water taps, conveniently accessible shall be provided in or near such latrine accommodation. There shall be at least one tap for every ten latrines or part thereof. The water taps shall be connected to an overhead storage tank of sufficient capacity, so that water is available from taps during all hours when the workers are in the factory.

**Rule 51 to 53 prescribed under sub-section (2) of section 20.**

**51. *Number and location of spittoons.***—The number and location of the spittoons to be provided shall be to the satisfaction of the Inspector. Such spittoons shall be placed on a stand or a bracket 91.4 centimetres high.

**52. *Type of spittoons.***—The spittoons shall be of either of the following types:—

(a) a galvanized iron container with a conical funnel-shaped cover. A layer of suitable disinfectant liquid shall always be maintained in the container; or

(b) a container filled with dry, clean sand and covered with a layer of bleaching powder; or

(c) any other type approved by the Chief Inspector.

**53. *Cleaning of spittoons.***—The spittoons mentioned in clause (a) of rule 52, shall be emptied, cleaned and disinfected at least once every day and the spittoons mentioned in clause (b) of rule 52 shall be cleaned by scrapping out the top layer of sand as often as necessary or at least once every day.

## CHAPTER IV

### SAFETY

Further precautions prescribed under sub-section 21.

#### 54. Further safety precautions.

(1) Without prejudice to provisions of sub-section (1) of section 21 in regard to the fencing of machines, the further precautions specified in the Scheduled annexed hereto shall apply to the machines noted in each Schedule.

\*(2) This Rule shall come into force, in respect of any class or description of factories, where machines noted in the said Schedule are in use, on such date as Administrator may by notification in the Official Gazette, appoint in this behalf.

#### SCHEDULE I

##### *(Cotton Textiles)*

**1. Cotton Openers, Scutcher, Combined Openers and Scutcher, Scutchers and Lap Machines, Hard Waste Breakers, etc.—**(1) All cotton Openers, Scutchers, Combined Openers and Scutchers, Scutcher and Lap Machines, Hard Waste Breakers and similar machines shall be driven by separate motors or from + separate counter shafts provided with fast and loose pulleys and efficient belt shifting devices.

(2) In all Openers, Combined Openers and Scutchers, Scutchers, Scutchers-lap machines, Hard Waste Breakers and similar machines, the heater covers and doors which give access to any dangerous part of the machine shall be fitted with effective inter-locking arrangements which shall prevent :—

- (a) the covers and doors being opened while the machine is in motion; and
- (b) the machine being re-started until the covers and doors are closed;

Provided that in respect of doors of openings, other than doors or desk-doors such openings shall be so fenced as to prevent access to any dangerous parts of the machine if effective inter-locking arrangement is not provided.

(3) In all Openers, Combined Openers and Scutchers, Scutchers, Scutchers-lap machines-Hard Waste Breakers and similar machines the opening giving access to the dust chamber shall be provided with permanently fixed fencing which shall, while admitting light yet prevent contact between any portion of workers' body and the heater grid bars.

**2. Combined Openers and Scutchers, Scutchers Scutcher-lap, Lap Machines, Derby Doublers and Ribbon Machines—**(1) The lap forming rollers shall be fitted with a guard or cover which shall prevent access to the intake of the lap roller and fluted roller as 1 or as the weighted rack is down; or

(2) the guard or cover shall be so locked that it cannot be raised until the machine is supplied and in machine cannot be started until the guard or cover is closed.

**3. Carding Machines.**—All cylinder doors shall be secured by an automatic locking device which shall prevent the door being opened until the cylinder has ceased to revolve and shall render it impossible to re-start the machine until the door has been closed.

**4. Spinning Frames.**—Headstocks shall be fitted with secured automatic locking arrangements which shall prevent the doors giving access to jack box wheels being opened while the machinery is in motion and shall render it impossible to re-start the machine until the doors have been closed.

**5. Self-acting Mules.**—The drive shall be from counter-shafts which shall be provided with fast and loose pulleys and efficient belt shifting devices.

**6. Calendering Machines, etc.**—In respect of calendering machines mangles and similar machines, all such machines shall be provided with an efficient "nip" guard along the whole length on the intake side or each pair of bowls and similar parts, which shall be so fitted and maintained whilst the rollers of bowls are in motion as to prevent access to the point of contact of the rollers or bowls.

#### SCHEDULE II

##### *(Cotton Ginning)*

**Line Shaft.**—The line shaft or second motion in cotton ginning factories when below floor level, shall be completely enclosed by a continuous wall or unclaimable fencing with only so many openings as are necessary for access to the shaft for removing cotton seed, cleaning and oiling; and such openings shall be provided with gates or doors which shall be kept closed and locked.

#### SCHEDULE III

##### *(Wood-working Machinery)*

**Definitions.**—For the purposes of this Schedule :—

(a) **Wood Working machine** means a circular saw, band saw planning machine, chain mortising machine or vertical spindle moulding machine operating on wood or cork.

(b) **Circular saw** means a circular saw working in a bench (including a rack bench) but does not include a pendulum or similar saw which is moved towards the wood for the purpose of cutting operation.

(c) **Band saw** means a band saw, the cutting portion of which runs in a vertical direction but does not include a log saw or band re-sawing machine.

(d) **Planning machine** means a machine for overhead planning or for thicknessing or for both operations.

**2. Stopping and starting device.**—An efficient stopping and starting device shall be provided on every wood-working machine. The control of this device shall be in such a position as to be readily and conveniently operated by the persons in charge of the machine.

**3. Space around machines.**—The space surroundings every wood-working machine shall be kept free from obstruction.

**4. Floors.**—The floor surrounding every wood-working machine shall be maintained in good and level condition and shall not be allowed to become slippery, and as far practicable shall be kept free from chips or other loose material.

**5. Training and Supervision.**—(1) No person shall be employed at a wood working machine unless he has been sufficiently trained to work that class of machine or unless he works under the adequate supervision of a person who has a thorough knowledge of the working of the machine.

(2) A person who is being trained to work a wood-working machine shall be fully and carefully instructed as to the dangers of the machine and the precaution to be observed to secure safe working of the machine.

**6. Circular saws.**—Every circular saw shall be fenced as follows :—

(a) Behind and in direct line with the saw there shall be a riving knife which shall have a smooth surface, shall

be strong rigid and easily adjustable, and shall also conform to the following conditions :—

(i) The edge of the knife nearer the saw shall form an arc of a circle having a radius not exceeding the radius of the largest saw used on the bench.

(ii) The knife shall be maintained as close as practicable to the saw having regard to the nature of the work being done at the time, and at the level of the bench table the distance between the front edge of the knife and the teeth of the saw shall not exceed 12.7 millimetres.

(iii) For a saw of a diameter of less than 61 centimetres the knife shall extend upwards from the bench table to within 2.5 centimetres of the top of the saw, and for a saw of a diameter of 61 centimetres or over shall extend upwards from the bench table to a height of at least 2.5 centimetres.

(b) The top of the saw shall be covered by a strong and easily adjustable guard, with a flange at the side of the saw farthest from the fence. The guard, shall be kept so adjusted that the said flange shall extend below the roots of the teeth of the saw. The guard shall extend from the top of the riving knife to a point as low as practicable at the cutting edge of the saw.

(c) The part of the saw below the bench table shall be protected by two plated of metal or other suitable materials one on each side of the saw; such plates shall not be more than 15.2 centimetres apart, and shall extend from the axis of the saw outwards to a distance of not less than 5.1 centimetres beyond the teeth of the saw. Metal plates, if not beaded, shall be of a thickness of atleast 2.5 millimetres or if beaded be of a thickness of at least 1.3 millimetres.

**7. Push sticks.**—A push stick or other suitable appliance shall be provided for use at every circular saw and at every vertical spindle moulding machine to enable the work to be done without unnecessary risk.

**8. Band saws.**—Every band saw shall be guarded as follows :—

(a) Both sides of the bottom pulley shall be completely encased by sheets or expanded metal or other suitable material.

(b) The front of the top pulley shall be covered with sheet or expanded metal or other suitable material.

(c) All portions of the blade shall be enclosed or otherwise securely guarded except the portion of the blade between the bench table and the top guide.

**9. Planning Machines.**—(1) A planning machine (other than a planning machine which is mechanically fed) shall not be used for over hand planning unless it is fitted with a cylindrical cutter block.

(2) Every planning machine used for overhand planning shall be provided with a "bridge" guard capable of covering the full length and breadth of the cutting slot in the bench and so constructed as to be easily adjusted both in a vertical and horizontal direction.

(3) The feed roller of every planning machine used for thicknessing, except the combined machine for overhand planning and thicknessing shall be provided with an efficient guard.

**10. Vertical spindle moulding machine.**—(1) The cutter of every vertical spindle moulding machine shall be guarded by the most efficient guard having regard to the nature of the work being perform.

(2) The wood being moulded at a verticle spindle moulding machine shall, if practicable, be held in a jig or holder of such construction as to reduce as far as possible the risk of accident to the worker.

**11. Chain mortising machines.**—The chain of every

chain mortising machines shall be provided with a guard which shall enclose the cutters as far as practicable.

**12. Adjustment and maintenance of guards.**—The guards and other appliances required under this Schedule shall be :—

(a) maintained in an effcient state.

(b) consistly kept in position while the machinery is in motion, and

(c) so adjusted as to enable the work to be done without unnecessary risk.

**13. Exemption.**—Paragraphs, 6, 8, 9, and 10 shall not apply to any wood-working machine in respect of which it can be proved that other safeguards are provided, maintained and used which render the machine as safe as it would be if guarded in the manner prescribed in this Schedule.

#### SCHEDULE IV

##### (Rubber Mills)

**Definition.**—(i) A "Rubber Mill" shall mean machines with rollers used in breaking down, cracking, washing, grating, mixing, refining and warming of rubber or rubber goods.

(ii) "Calender" shall mean machines with rolls used for frictioning sheeting coating and spreading or rubber or rubber compounds.

**1. Installation of machines.**—Rubber mills shall be so installed that the top of the front roll is not less than 96.5 centimetres above the floor or working level. Provided that in existing installations where the top of the front roll is below this height a strong rigid distance bar guard shall be fitted across the front of the machine in such position that the operator cannot reach the nip of the roller from the normal working position of the operator.

**2. Safety Devices.**—(i) Rubber mills shall be equipped with—

(a) hoppers so constructed or guarded that it is impossible for the operators to come into contact in any manner with the nip of the rolls; or

(b) horizontal safety-trip rods of tight wire cable across both front and rear, which will, when pushed or pulled, operate instantly to disconnect the power and apply the brakes, or to reverse the rolls. Safety-trip rods or tight wire cables on rubber mills shall extend across the entire length of the face of the rolls and shall be located not more than 1.8 metres above the floor or working level.

(ii) Calender machines shall be equipped with.—

(a) horizontal safety-trip rods or tight wire across both front and rear, which will, when pushed or pulled, operate instantly to disconnect the power and apply the brake or to reverse the roll;

(b) safety-trip rods or tight wire cables on calender machines shall extend across the entire length of the face of the roll and shall be located not more than 1.8 metres above the floor or working level;

(c) on each side of all calendars and near both ends of the face of the rolls there shall be a vertical tight-wire cable connecting with the bar tripping mechanism at the top and fastened to the frame within 30.5 centimetres of the floor. These cables should be positioned at a distance of not more than 30.5 centimetres from the face of the roll and at a distance of not less than one (1) inch from calendar frame.

**3. Maintenance of safety devices.**—Safety trip rods and tight wire cables on all rubber mills and calenders

shall be examined and tested daily in the presence of the Manager or other responsible person and if any defect is disclosed by such examination and test the mill shall not be used until such defect has been remedied.

*Rules prescribed under sub-section (1) of 22 and section 112.*

55. Register of specially trained adult workers.—Register of workers attending to machinery as provided in sub-section (1) of section 22 shall be in Form No. 8.

55A. Tight fitting clothing.—(1) A worker required to wear tight fitting clothing under sub-section (1) of section 22 shall be provided by the occupier with such clothing which shall consist of at least a pair of closely fitting shorts and a closely fitting half sleeve shirt or vest. Such clothing shall be returned to the occupier on termination of service or when new clothing is provided.

*Rules prescribed under section 41*

56. Belts, etc., to be regularly examined.—All belts shall be regularly examined to ensure that the joints are safe and the belts at proper tension.

*Rules prescribed under sub-section (2) of section 23*

57. Employment of young persons on dangerous machines.—The following machines shall be deemed to be

of such dangerous character that young persons shall not work at them unless the provisions of section 23(F) are complied with :—

Power presses other than hydraulic presses;  
Milling machines used in the metal trades;  
Guillotine machines;  
Circular saws;  
Platen printing machines.

*Rules prescribed under sub-section (1) of section 28*

58. Hoist examination—particulars of.—A Register shall be maintained to record particulars of examination of hoists or lifts and shall give particulars as shown in Form No. 9.

*Exemption under sub-section (4) of section 28*

59. Exemption of certain hoists and lifts.—In pursuance of the provisions of sub-section (4) of section 28, in respect of any class or description of hoist or lift specified in the first column of the following schedule, the requirements of the section 28 specified in the second column of the said schedule and set opposite to that class or description of hoist or lift shall not apply.

### S C H E D U L E

I Class or description of hoist or lift	II Requirements which shall not apply
Hoists or lifts mainly used for raising materials for charging blast furnaces or lime kilns.	Sub-section (1) (b) in so far as it requires a gate at the bottom landing ; sub-section (1) (b); sub-section (1) (e).
Hoists not connected with mechanical power and which are not used for carrying persons.	Sub-section (1) (b) in so far as it requires the hoistway or lift-ways enclosure to be so constructed as to prevent any person or thing part of the hoist or lift and any fixed structure; or moving part sub-section (1) (c).

*Rules prescribed under sub-section (1) of section 29*

60. Lifting machines, chains, ropes and lifting tackles.—(1) No lifting machine and no chain, rope or lifting tackle except a fibre rope or fibre rope sling shall be taken in use in any factory for the first time therein unless it has been tested and all parts have been thoroughly examined by a competent person and a certificate of such test and examination specifying the safe working load or loads and signed by the person making the test and examination has been obtained and is kept available for inspection.

(2) A register in Form 10 containing the particulars, therein specified shall be kept of every examination made under sub-rule (1). The register shall be readily available for inspection.

(3) (a) Every jib-crane so constructed that the safe working load may be varied by the raising or lowering of the jib, shall have attached thereto either an automatic indicator of safe working loads or an automatic jib angle indicator and a table indicating the safe working loads at corresponding inclination of the jib or corresponding radii of the load.

(b) A table showing the safe working load of every kind and size of chain, rope or lifting tackled in use, and in the case of a multiple sling, the safe working loads at different angles of the legs, shall be posted in the store room or place, where or in which the chains, ropes or lifting tackles are kept in, prominent positions on the premises and no rope, chain or lifting tackle not shown in the table shall be used in a factory unless in the case of lifting tackle, the safe working load thereof, or in the case of a multiple sling, the safe working load at different angles of the legs, is plainly marked upon it.

(4) All rails on which a travelling crane moves and every track on which the carriage of a transporter or runway moves, shall be of proper size and adequate strength and have an even running surface. Every such rail or track shall be properly laid and maintained and shall be adequately supported.

(5) All chains and lifting tackle, except a rope sling, shall unless they have been subjected to such other heat treatment as may be approved by the Administrator, be effectively annealed under the supervision of a competent person at the following intervals, namely :—

(i) All chains, slings, rings, hooks, shackles and swivels used in connection with molten metal or molten slag or when they are made of 12.7 centimetres bar or smaller, at least once in every six months.

(ii) All other chains, rings, hooks, shackles and swivels in general use at least once in every twelve months :—

Provided that chains and lifting tackle not in frequent use shall subject to the approval necessary and particulars of such annealing shall be entered in a register in Form 10.

(6) Nothing in sub-rule (5) shall apply to the following classes of chains and lifting tackle, namely :—

(i) Chains made of malleable cast iron.

(ii) Plate link chains.

(iii) Chains, rings, hooks, shackles and swivels made of steel or of any non-ferrous metal.

(iv) Pitched chains, working on sprocket or pocketed wheels.

(v) Rings, hooks, shackles and swivels permanently attached to pitched chains, pulleys, blocks or weighting machines.

(vi) Hooks and swivels having screw threadder parts or ball bearing or other case hardened parts.

(vii) Socket shackles secured to wire ropes by white metal capping.

(viii) Bordeau connections.

(ix) Any chain or lifting tackle which has been subjected to the heat treatment known as "normalising" instead of annealing. Such chains and lifting tackle shall be thoroughly examined by a competent person at least once in every twelve months, and particulars of such examination shall be entered in the register in Form 10.

(7) All lifting machine, chains, ropes and lifting tackle except a fibre rope or fibre rope sling, which have been lengthened, altered or repaired by welding or otherwise, shall not be used again, unless it is adequately tested and examined by a competent person and certified in writing by him to be in order.

(8) No person who has not completed eighteen years of age and no adult who is not sufficiently trained in the working of lifting machines and acquainted with the hazards of the machine shall be employed as a driver of a lifting machine whether driven by mechanical power or otherwise, or to give signals to a driver.

#### 60-A. passage-ways for cranes :—

(1) To provide access to rail tracks of over-head travelling cranes suitable passage ways, of at least 50 cm. width with toe boards and double hand rails 90 cm. high shall be provided along side, and clear of the rail tracks of over-head travelling cranes, so that no moving part of the crane can strike persons on the ways, and the passage-way shall be at a lower level than the crane track itself, safe access ladders shall be provided at suitable intervals to afford access to these passage ways, and from passage ways to the rail tracks.

(2) The Administrator may in writings exempt any existing factory from the provisions of sub-rule (1) if the construction of the factory is such as to make it impossible to provide such a passage way."

#### *Rules prescribed under sub-section (2) of section 31 and 112*

61. Pressure Plant.—(1) Every plant or machinery other than the working cylinders of prime movers used in a factory, and operated at a pressure greater than atmospheric pressure, shall be—

(a) of good construction, sound material, adequate strength and free from any patent defect;

(b) properly maintained in a safe condition;

(c) fitted with—

(i) a suitable safety valve or other effective device to ensure that the maximum permissible working pressure of the vessel shall not be exceeded;

(ii) a suitable pressure gauge easily visible and designed to show at all times, the correct internal pressure in lbs. per square inch or kilograms per square centimetre and marked with a prominent red mark at the safe working pressure of the vessel;

(iii) a suitable stop valve or valves by which the vessel or the system or vessels may be isolated from other vessel or source of supply of pressure;

(iv) a suitable drain cock or valve at the lowest part of the vessel for the discharge of connected liquid;

(d) thoroughly examined by a competent person—

(i) externally once in every period of six months, to ensure general condition of the vessel and the working or its fittings, and

(ii) internally, once in every period of twelve months, to ensure condition of the walls, seams and ties, both inside and outside the vessel, soundness of parts of the vessel, and the effects of corrosion.

If by reason of construction of the vessel, a thorough internal examination is not possible this examination may be replaced by a suitable hydraulic test which shall be carried out once in every two years; except that where the vessels in continuous process cannot be frequently opened, the period of internal examination may be extended to four years.

(iii) by an hydraulically tested at intervals of not more than four years provided that in respect of pressure vessels with thin walls such as sizing cylinders made of copper or any other non-ferrous metal periodic hydraulic test may be dispensed with on the condition that the requirements laid down in clause (II) are fulfilled :

Provided that it shall be sufficient for the purpose of clause (a) if the safety valve, pressure guage and stop valve or other suitable automatic device are mounted on a pipe line immediately adjacent to the vessel and where there is a range of two or more similar vessels on a plant served by the same pressure lease only one set of such mountings need be fitted provided they cannot, be isolated from any of the vessels,

(2) Every vessel other than part of a prime mover operated at a pressure greater than atmospheric pressure and not so constructed, as to withstand with safety the maximum permissible working pressure at the source of supply or the maximum pressure which can be obtained in the pipe connecting the vessel with any other source of supply shall be fitted with a suitable reducing valve or other suitable automatic device to prevent the safe working pressure of the vessel being exceeded.

(3) In cases owing to the nature of the process or the action of the contents of the vessel, a pressure guage or safety valve or both cannot work reliably, a tested reliable working thermometer with a sufficient large scale, on which shall be clearly marked the maximum possible temperature in the vessel or pyrometers or rupture discs in addition to the pressure guage and safety valve may be fitted as may be directed by the Chief Inspector.

(4) If during thorough examination doubt arises as to the ability of vessels to work safely until the next examination provided for in these rules than the competent person shall enter in the register prescribed a reasoned statement, to authorises the vessel for further work subject to a lowering of pressure or more frequent inspection or subject to both of these requirements.

(5) No vessel which has undergone alterations or repairs shall be taken into use unless it is thoroughly examined by a competent person.

(6) A report of the result of every examination made shall be completed in the Form No. 11 and signed by the person making the examination and shall be kept available for perusal by an Inspector at any time while the vessel is in service or in any such manner as is approved by the Chief Inspector of Factories.

(7) No vessel which has previously been used shall be taken into use in any factory for the first time until it had been examined and reported in accordance with these rules and no new vessel shall be taken into use unless there has been obtained from the maker of the vessel, or from a competent person a certificate specifying the maximum permissible working pressure thereof,

and stating the nature of the test to which the vessel and its fittings (if any) have been subjected, and the certificate is kept available for perusal by an inspector, and the vessel is so marked as to enable it be identified, to which the certificate relates.

(8) Where the report of any examination under this rule, specifies conditions for securing the safe working of a vessel, the vessel shall not be used except in accordance with these conditions—

(9) The competent person making the report of any examination under this rule, shall within seven days of the completion of the examination, send to the Inspector a copy of the report in every case where the maximum permissible working pressure is reduced, or the examination shows that the part cannot continues to be used with safety unless certain repairs are carried out immediately or within a specified time.

(10) The requirements of the rule shall be in addition to and not in derogation of the requirement of any other Act, rule or regulations.

(11) "(a) In respect of every sizing cylinder and shell of which is made of copper sheet or any other non-ferrous materials and which has been taken into use before the 8th April 1969, the manager shall make available to the Inspector and to a competent person examining such cylinder all available information to show the date on which such cylinder was taken into use for the first time along with full particulars as to the thickness of the shell and the safe working pressure recommended by the manufacturers when the cylinder was taken into use for the first time;

Provided that when the information as aforesaid is not available any other evidence relevant to show the age of the cylinder shall be so submitted by the manager whereupon the Chief Inspector shall determine the age of the cylinder on the evidence so submitted or other oral evidence that may be presented to him by the manager or produced by an Inspector and the age so determined shall be as the age of considered cylinder for the purpose of this rule.

(b) (i) The minimum thickness of the shell of a sizing cylinder shall be actually measured as and when possible.

(ii) If during its working life the shell of a sizing cylinder is at any time punctured requiring repairs to the cylinder to close the punctured portion, the thickness of the sheet of the shell near such puncture or opening shall be measured by a competent person and the record maintained in Form No. 11.

(c) (i) No sizing cylinder shall be subjected to a working pressure greater than the safe working pressure recommended by the manufacturers of such cylinder at the time when such cylinder was first taken into use in a factory.

"(ii) The safe working pressure of a sizing of cylinder which has been in use for more than 5 years shall be calculated in accordance with the method (x) stated herein below and where the minimum thickness has been actually measured as required by sub-clause (i) of clause (b), such pressure shall be calculated in accordance with the method (y) or (z) stated herein below:

Provided the lowest figure obtained by any one of these methods shall alone be considered as the safe working pressure of a sizing cylinder, namely:—

(x) The safe working pressure of a sizing cylinder shall be reduced at the rate of 4 per cent of the original working pressure for every year of its use after the first five years.

(y) The safe working pressure of the sizing cylinder shall bear the same proportion to the original safe working pressure when first taken into use as the minimum thickness of the shell material as actually measured at any time bears to original thickness of the shell material when first taken into use.

(z) The safe working pressure of a sizing cylinder shall be calculated on the basis of the minimum thickness actually measured so that the tensile stress in the shell shall not exceed safe working stress for the material of the shell—if the shell is made of copper the safe working tensile stress shall be taken to be not more than 351.5 kilograms per square centimetres.

(d) No sizing cylinder shall be continued to be used for more than twenty-five years after it was first taken into use:

Provided further that the Chief Inspector of Factories may authorise the use of sizing cylinders after a period of 25 years upto a further period of not more than 5 years if tests are carried out and further details are made available to his satisfaction to indicate that the cylinder can be used with safety,

(e) An Inspector may by an order in writing direct the manager to produce within time specified in such an order a report of examination of a sizing cylinder in Form No. 11 by a competent person who shall not be an employee of the factory in which the cylinder is in use.

(12) Nothing in this rule shall apply to—

(a) any vessel which comes within the scope of the Indian Boilers—Act, 1923.

(b) metal bottles or cylinder used for the storage or transport or compressed gases or liquified or dissolved gases under pressure.

(13) A. Safety of water sealed gas-holder.—(1) The expression "gas-holder" in his rule means a water-sealed gas-holder which has a storage capacity of not less than 141.5 cubic metres (5,000 cft.).

(2) Every gas-holder shall be of good construction, sound material and adequate strength and shall be properly maintained.

(3) Where there are more than one gas-holder in a factory, every gas-holder shall be marked in a conspicuous position with a distinguishing number or letter—

(4) Every gas-holder shall be thoroughly examined externally by a competent person at least once in a period of 12 months.

(5) In the case of gas-holder of which any lift has been in use for more than 10 years, the internal state of the sheeting shall, within one year of the coming into operation of this rule and thereafter atleast at every period of four years be examined by a competent person by means of electronic or other accurate devices.

Provided that if the Chief Inspector is satisfied that such electronic or other accurate devices are not available he may permit the cutting of samples from the crown and the sides of the holder:

(6) All possible steps shall be taken to prevent or minimise ingress of impurities in the gas-holder.

(7) No gas-holder shall be repaired or demolished except under the direct supervision of a person who by his training and experience and his knowledge of the necessary precautions against risks of explosion and of persons being overcome by gas, is competent to supervise such work.

(87) (i) All samples discs cut under-rule (5), shall be kept readily available for inspection.

(ii) A permanent register duly signed by the occupier or manager shall be maintained giving the following particular.

(a) The distinguishing number or letter of the gas-holder marked therein under sub-rule (3) and the particulars of manufacture i.e. maker's name, date of manufacture capacity, number of lifts, and pressure thrown by holder when full of gas;

(b) The dates of examination carried out as required under sub-rules (4) and (5) above and by whom carried out;

(c) The methods of examination used;

(d) Date of painting;

(e) Nature of repairs and names of persons carrying out repairs; and

(f) Remarks.

(iii) The results of examinations by a competent person under sub-rules (4) and (5) shall be in the Form No. 11-A.

(iv) A copy of the report in Form No. 11-A shall be kept in the register and both the register and the report shall be readily available for inspection.

*Rule prescribed under sub-section (2) of section 34*

62. Excessive weights.—(1) No woman or young person shall unaided by another person, lift, carry or move by hand or on head, any material, article, tool or appliance exceeding the maximum limit in weight set out in the following schedule :—

**SCHEDULE**

Persons	Maximum weight of material articles, tool or appliance.
(a) Adult female .. ..	29.5 Kilograms.
(b) Adolescent male .. ..	29.5 "
(c) Adolescent female .. ..	20.4 "
(d) Male child .. ..	15.9 "
(e) Female child .. ..	13.6 "

(2) No woman or young person shall engage, in conjunction with others, in lifting carrying or moving by hand or on head, any material article, tool or appliance if the weight thereof exceeds the lowest weight fixed by the schedule to sub-rule (1) for any of the persons engaged multiplied by the number of the persons engaged.

*Rule prescribed under section 35*

63. Protection of eyes.—Effective screens or suitable goggles shall be provided for the protection of persons employed in or in the immediate vicinity of the following processes :—

(a) The processes specified in Schedule I annexed hereto, being processes which involve risk of injury to the eyes from particles or fragments thrown off in the course of the process.

(b) The processes specified in Schedule II annexed hereto, being processes which involve risk of injury to the eye, by reason of exposure to excessive light.

**SCHEDULE I**

Dry grinding of metals or article of metal applied by hand to a revolving wheel or disc driven by mechanical power. Turning (external or internal) of non-ferrous metals or of cast iron, or article of such metals or such

iron, where the work is done dry, other than precision turning where the use of goggles or a screen would seriously interfere with the work or turning by means of hand tools.

Welding or cutting of metals by means of an electric oxy-acetylene or similar process.

The following processes when carried on by means of hand tools or other portable tools :

Fettling of metal involving the removal of metal.

Cutting out or cutting off cold rivets or bolts from boilers or other plant, or from ships.

Chipping or scaling of boilers or ships plates.

Breaking or dressing of stone, concrete or slag.

**SCHEDULE II**

Welding or cutting of metals by means of an electric oxy-acetylene or similar process.

All processes in connection with glass melting furnaces.

*Rule prescribed under sub-section (6) of section 36*

64. Minimum dimensions of manholes.—Every chamber, tank, vat, pipe, fume or other confined space, which person may have to enter and which may contain dangerous fumes to such an extent as to involve risks of the persons being overcome thereby shall, unless there is other effective means of egress, be provided with a manhole which may be rectangular, oval or circular in shape, and which shall,

(a) in this case of rectangular or oval shape, be not less than 40.6 centimetres long and 30.5 centimetres wide;

(b) in the case of a circular shape, be not less than 40.6 Centimetres in diameter.

*Exemptions under sub-section (5) of section 37*

65. Exemptions :—The requirements of sub-section (4) of section 37 shall not apply to the following processes carried on in any factory :—

(a) The operation of repairing a water-sealed gas-holder by the electric welding process, subject to the following conditions :—

(i) The gas-holder shall contain only the following gases, separately or mixed at a pressure greater than atmospheric pressure, namely town gas, coke-oven gas-producer gas, blast furnace gas, or gases other than air, used in their manufacture.

Provided that this exemption shall not apply to any gasholder containing acetylene or mixture of gases to which acetylene has been added intentionally;

(ii) Welding shall only be done by the electric welding process and shall be carried out by experienced operatives under the constant supervision of a competent person.

(b) The operations of cutting or welding steel or wrought iron gas mains and services by the application of heat subject to the following conditions :—

(i) The main or service shall be situated in the open air, and it shall contain only the following gases, separately or mixed at a pressure greater than atmospheric pressure, namely town gas, coke-oven gas, producer gas, blast furnace gas, or gases other than air, used in their manufacture;

(ii) The main or service shall not contain acetylene or anything or mixture or gases to which acetylene has been added intentionally;

(iii) The operation shall be carried out by an experienced person or persons and at least two persons (including those carrying out the operations) experienced in work on gas mains and over 18 years of age shall be present during the operation;

(iv) The site of the operation shall be free from any inflammable or explosive gas or vapour;

(v) Where acetylene gas is used as a source of heat in connection with an operation it shall be compressed and contained in a porous substance in a cylinder; and

(vi) Prior to the application of any flame to the gas main or service, this shall be pierced or drilled and the escaping gas ignited.

(c) The operations of repairing an oil tank on any ship by the electric welding process, subject to the following conditions :—

(i) The only oil contained in the tank shall have a flash point of not less than 150°F (close test) and a certificate to this effect shall be obtained from a competent analyst.

(ii) The analyst's certificate shall be kept available for inspection by an Inspector, or by any person employed or working on the ship;

(iii) The welding operation shall be carried out only on the exterior surface of the tank at a place (a) which is free from oil or oil leakage in inflammable quantities and (b) which is not less than 30.5 centimetres below the nearest part of the surface of the oil within the tank; and

(iv) Welding shall be done only by the electric welding and shall be carried out by experienced operatives under the constant supervision of a competent person.

#### *Rules prescribed under sub-section (1) of section 38.*

66. Means of escape in case of fire. (1) Every factory shall be provided with adequate means of escape in case of fire for the persons employed therein and without prejudice to the generality of the foregoing :—

(a) Each room of a factory building shall in relation to its size and the number of persons employed in it be provided with an adequate number of exits for use in case of fire though not necessarily confined to such use so positioned that each person will have a reasonably free and unobstructed passage from his workplace to an exit;

(b) No exit intended for use in case of fire shall be less than 91.4 centimetres in width not less than 2 metres in height;

(c) In the case of a factory building or part of a factory building more than one storey and in which less than twenty persons work at any one time, there shall be provided at least one substantial stairway permanently constructed either inside or outside the building and which affords direct and unimpeded access to ground level;

(d) In the case of a factory building or part of factory building in which twenty or more persons work at any one time above the level of the ground floor or where explosive or highly-inflammable materials are used or stored or which is situated below ground level the means of escape shall include at least two separate and substantial stairways permanently constructed either inside or outside the building and which afford direct and unimpeded access to ground level;

(e) Every stairway in a factory which affords a means of escape in case of fire shall be provided with a substantial handrail which if the stairway has an open side shall be on that side, and if the stairway has two open sides such handrail shall be provided on both sides;

(2) In the case of a building constructed or converted for use as a factory after the date of the passing of the Act, the following additional requirements shall apply—

(a) At least one of the stairways provided shall be of fire-resistant materials;

(b) Every hoist-way or lift-way inside a factory building shall be completely enclosed with fire-resisting materials and all means of access to the hoist or lift shall be fitted with doors of fire-resisting materials;

Provided that any such hoist-way or lift-way shall be enclosed only at the top by some material easily broken by fire or be provided with a vent at the top;

(c) No fire escape stair shall be constructed at an angle greater than 45° from the horizontal;

(d) The fire escape stair shall be within 45.7 metres along the of travel from any part of the floor from which it is meant to provide escape;

(e) No stairway shall be less than 19.4 Centimetres in width.

#### *Rules prescribed under section 41.*

68. Ladders.—All ladders used in replacing belts shall be specially made and reserved for that work and provided with hooks or an effective non-skid device. Ladders provided with hooks must have hooks fitted in such suitable position that rest on the shaft when the bottom end of the ladder is resting on the floor.

#### *68-A. Protection of workers attending to prime movers:*

(1) In every factory the work of oiling or attending to prime movers shall be done only by a specially training adult male worker authorized to do such work whose name has been recorded in the register maintained in Form 8.

(2) Every such worker while oiling or attending to prime mover shall wear tight fitting clothing.

(3) A worker required to wear tight fitting clothing under sub-rule (2) shall be provided by the occupier with clothing which shall consist of at least a pair of closely fitting shorts and closely fitting half sleeve shirt or vest. Such clothing shall be returned to the occupier on termination of service or when new clothing is provided.

#### *68-B. "Fragile roofs—Provision of crawling boards etc."*

"In any factory, no person shall be required to stand or pass over or work on or near any roof or ceiling covered with fragile material through which he is liable to fall, in case it breaks or gives way, a distance of more than three metres, unless :—

(a) Suitable and sufficient ladders, duck ladders or crawling boards which shall be securely supported, are provided and used, and

(b) a permit to work on the fragile roof is issued to him each time he is required to work thereon by a responsible person of the factory concerned."

## *CHAPTER V.*

#### *Rule Prescribed under sub-section (2) of section 42.*

69. Washing Facilities :—(1) This rule shall come into force, in respect of any class or description of factories, on such date as the Administration may, by notification in the official gazette, appoint in this behalf.

(2) There shall be provided and maintained in every factory for the use of employed persons adequate and suitable facilities for washing which shall include soap and nail brushes or other suitable means of cleaning and the facilities shall be conveniently accessible and shall be kept in a clean and orderly conditions (and shall not be located in the vicinity of latrines and urinals).

Such facilities shall be conveniently located near the rest or lunch-rooms in factories where such rest-rooms or lunch-rooms are required to be provided except in the case of factories which have already provided these facilities on or before the 16th December 1968. The washing these facilities shall be so enclosed or screened as to ensure privacy.

(3) Without prejudice to the generality of the foregoing provisions the washing facilities shall include—

(a) a trough with taps or jets at intervals of not less than 61 centimetres or.

- (b) wash-basins with taps attached thereto, or
- (c) taps on stand pipes, or
- (d) showers controlled by taps, or
- (e) circular troughs of the fountain type :

Provided that the Inspector may, having regard to the needs and habits of the workers, fix the proportion in which the aforementioned types of facilities shall be installed.

(4) (a) Every trough and basin shall have a smooth, impervious surface and shall be fitted with a waste-pipe and plug.

(b) The floor or ground under and in the immediate vicinity of every trough, tap, jet wash-basin, stand-pipe and shower shall be so laid or finished as to provide a smooth impervious surface and shall be adequately drained.

(5) For persons whose work involves contact with any injurious or noxious substance, there shall be at least one tap for every fifteen persons, and for persons whose work does not involve such contact, the number of taps shall be as follows :—

No. of Workers	No. of taps
Up to 20	1
21 to 35	2
36 to 50	3
51 to 150	4
151 to 200	5
Exceeding 200 but not exceeding 500	5 plus one top for every 50 or fraction of 50.
Exceeding 500	11 plus one tap for every 100 or fraction of 100.

(6) If female workers are employed, separate washing facilities shall be provided and so enclosed or screened that the interiors are not visible from any place where persons of the other sex work or pass. The entrance to such facilities shall bear conspicuous notice in the language understood by the majority of the workers "For Women only" and shall also be indicated pictorially.

(7) The water supply to the washing facilities shall be capable of yielding at least 27.3 litres a day for each person employed in the factory and shall be from a source approved in writing by the Health Officer provided that where the Chief Inspector is satisfied that such an yield is not practicable he may by certificate in writing permit the supply of smaller quantity not being less than 4.5 litres per day for every person employed in the factory.

#### 1 Rule prescribed under sections 43 and 112.

69A. Facilities for storing and drying clothing :—All classes of factories mentioned in the schedule annexed hereto shall provide facilities for keeping clothing not worn during working hours and for the drying of wet clothing. Such facilities shall include the provisions of separate rooms, peg, lockers or other arrangement approved by the Chief Inspector.

#### SCHEDULE

Engineering Workshop.

Iron and Steel Works.

Oil Mills.

Chemical Factories.

Motor Garages.

Tanneries.

3-368GI/72

Rule prescribed under sub-section (1) of section 45.

First Aid appliance—The first aid boxes or cupboards shall be distinctively marked with a red cross on a white ground and shall contain the following equipment :—

A. For factories in which the number of persons employed does not exceed ten, or (in the case of factories in which mechanical power is not used) does not exceed fifty persons. Each first aid box or cupboard shall contain the following equipment :—

- (i) 6 small sterilized dressings.
- (ii) 3 medium size sterilized dressings.
- (iii) 3 large size sterilized dressings.
- (iv) 3 large size sterilized burn dressings.
- (v) 1 (28.4 grams) bottle containing a two per cent alcoholic solution of iodine.
- (vi) 1 (28.4 grams) bottle containing sal-volatile having the dose and mode of administration indicated on the label.
- (vii) A snake bite lancet.
- (viii) 1 (28.4 grams) bottle of potassium permanganate crystals.
- (ix) 1 pair scissors.
- (x) 1 copy of the first aid leaflet issued by the Chief Adviser, Factories, Government of India.
- (xi) A bottle containing 100 tablets (each of 0.3 grams) of aspirin.
- (xii) Ointment for burns.
- (xiii) A bottle of suitable surgical anti-septic solution.

B. For factories in which mechanical power is used and in which the number of persons employed exceeds ten but does not exceed fifty. Each first-aid box or cupboard shall contain the following equipment.

- (i) 12 small sterilized dressings.
- (ii) 6 medium size sterilized dressings.
- (iii) 6 large size sterilized dressings.
- (iv) 6 (14.2 grams) packets sterilized cotton wool.
- (v) 6 large size sterilized burn dressings.
- (vi) 1 (56.7 grams) bottle containing a two per cent alcoholic solution of iodine.
- (vii) 1 (56.7 grams) bottle containing sal-volatile having the dose and mode of administration indicated on the label.
- (viii) 1 roll of adhesive plaster.
- (ix) A snake bite lancet.
- (x) 1 (28.4 grams) bottle of potassium permanganate crystal.
- (xi) 1 pair scissors.
- (xii) 1 copy of first aid leaflet issued by the Chief Adviser, Factories, Government of India.
- (xiii) A bottle containing 100 tablets (each of 0.3 grams) of aspirin.
- (xiv) Ointment for burns.
- (xv) A bottle of a suitable surgical anti-septic solution.

C. For factories employing more than fifty persons—Each first-aid box or cupboard shall contain the following equipments :—

- (i) 24 small sterilized dressings.
- (ii) 12 medium size sterilized dressings.
- (iii) 12 large size sterilized dressings.

- (iv) 12 large size sterilized burn dressings.
- (v) 12 (14.2 grams) packets sterilized cotton wool.
- (vi) 1 snake bite lancet.
- (vii) 1 pair scissors.
- (viii) 2 (28.4 grams) bottles of potassium permanganate crystals.
- (ix) 1 (113.4 grams) bottle containing a two percent alcoholic solution of iodine.
- (x) 1 (113.4 grams) bottle of sal-volatile having the dose and mode of administration indicated on the label.
- (xi) 1 copy of the first aid leaflet issued by the Chief—Adviser, Factories, Government of India.
- (xii) (a) A bottle containing 100 tablets (0.3 grams) of aspirin.
- (xii) (b) Ointment for burns.
- (xii) (c) A bottle of a suitable surgical anti-septic solution.
- (xiii) 12 roller bandages 10.2 centimetres.
- (xiv) 12 roller bandages 5.1 centimetres.
- (xv) 2 rolls of adhesive plaster.
- (xvi) 6 triangular bandages.
- (xvii) 2 packets of safety pins.
- (xviii) A supply of suitable splints.
- (xix) 1 tournequet.

Provided that items (xii) to (xviii) inclusive need not be included in the standard first-aid box or cupboard (a) where there is a properly equipped ambulance room or (b) if at least one box containing such items and placed and maintained in accordance with the requirements of section 45 is separately provided.

D. In lieu of the dressings required under items (i) and (ii) there may be substituted adhesive wound dressings approved by the Chief Inspector of Factories.

70A. Notice regarding first-aid :—A notice containing the names of the persons working within the precincts of the factory who are trained in first-aid treatment and who are in charge of the first-aid boxes or cupboards shall be posted in every factory at a conspicuous place and near each such box or cupboard. The notice shall also indicate workroom where the said person shall be available. The name of the nearest hospital and its telephone number shall also be mentioned prominently in the said notice.

Rule prescribed under sub-section “(4) of section (45)”.

71. Ambulance Room:—(1) This rule shall come into force, in respect of any class or description of factories, on such dates as the Administrator may, by notification in the Official Gazette, appoint in this behalf.

(2) The ambulance room or dispensary shall be in charge of a qualified medical practitioner assisted by at least one qualified nurse and such subordinate staff as the Chief Inspector may direct.

*Explanation :*—In this rule “Qualified Medical Practitioner” means a person holding qualification granted by an authority specified in the schedule to the Indian Medical Degrees Act, 1916 or in the Schedule to the Indian Medical Council Act, 1956 and includes a person having qualification of B.A.M.S. (Bachelor of Ayurvedic Medicine and Surgery) or G.F.A.M. (graduate of the faculty of Ayurvedic Medicine) who has worked for the period of not less than six months as a houseman in a allopathic Hospital and in Surgery and Emergency department.

(2A.) There shall be displayed in the ambulance room or dispensary a notice giving the name, address and telephone number of the Medical Practitioner in charge. The name of the nearest hospital and its telephone number shall also be mentioned prominently in the said notice.

(3) The ambulance room or dispensary shall be separate from the rest of the factory and shall be used only for the purpose of first-aid treatment and rest. It shall have a floor area of at least 250 sq. ft. and smooth, hard and impervious walls and floor and shall be adequately ventilated and lighted by both natural and artificial means. An adequate supply of wholesome drinking water shall be laid on and the room shall contain at least :—

- (i) A glazed sink with hot and cold water always available.
- (ii) A table with a smooth top at least 1.8 metre X 1.1 metre.
- (iii) Means for sterilizing instruments.
- (iv) A couch.
- (v) Two stretchers.
- (vi) Two buckets or containers with close fitting lids.
- (vii) Two rubber hot water bags.
- (viii) A kettle and spirit stove or other suitable means of boiling water.
- (ix) Twelve plain wooden splints 91.4 centimetres X 12.2 centimetres X 6.3 millimetres.
- (x) Twelve plain wooden splints 35.6 centimetres X 7.6 centimetres X 6.3 millimetres.
- (xi) Six plain wooden splints 25.4 centimetres X 5.1 centimetres X 12.7 millimetres.
- (xii) Six wooden blankets.
- (xiii) One pair artery forceps.
- (xiv) One bottle of spiritus Ammomiae Aromaticus and Sal Volatile, i.e., Smelling Salt.
- (xv) Two medium size sponges.
- (xvi) Six hand towels.
- (xvii) Four “Kidney” trays.
- (xviii) Four cakes carbolic soap.
- (xix) Two glass tumblers and two wine glasses.
- (xx) Two clinical thermometers.
- (xxi) Graduated measuring glass with tea-spoon.
- (xxii) One eyebath.
- (xxiii) One bottle (907 grams) carbolic lotion 1 in 20.
- (xxiv) Three chairs.
- (xxv) One screen.
- (xxvi) One electric hand torch.
- (xxvii) Four first-aid boxes or cupboards stocked to the standards prescribed under item C of rule 70.
- (xxviii) An adequate supply of anti-tetanus serum.

(4) The occupier of every factory to which these Rules apply shall for the purpose of removing serious cases of accident or sickness, provide in the premises and maintain in good condition a suitable conveyance unless he has made arrangements for obtaining such a conveyance from a hospital.

(5) A record of all cases of accident and sickness treated at the room shall be kept and produced to the Inspector or Certifying Surgeon when required.

Rules 72 to 78 prescribed under section 46.

72. Canteens.—(1) Rules 72 to 78 shall come into force in respect of any class or description of factories

on such dates as the Administrator may, by notification in the Official Gazette, appoint in this behalf.

(2) The occupier of every factory wherein more than 250 workers are ordinarily employed and which is specified by the Administrator by a notification in this behalf, shall provide, in or near the factory, and adequate canteen according to the standards prescribed in the Rules. The canteen shall be available for the use of the workers within six months from the date of such notification.

Provided that the Administrator may for sufficient reasons, from time to time by an order in writing, extend the said period in respect of any specified factory.

(3) The Manager of a factory shall submit for the approval of the Chief Inspector plans and site-plan, in duplicate, of the building to be constructed or adapted for use as a canteen.

(4) The canteen building shall be situated not less than 15.2 metres from the latrine, urinal, boiler house, coal stacks, ash dumps and any other source of dust, smoke or obnoxious fumes.

Provided that the Chief Inspector may in any particular factory relax the provisions of this sub-rule to such extent as may be reasonable in the circumstance and may require measures to be adopted to secure the essential purpose of this sub-rule.

(5) The canteen building shall be constructed in accordance with the plans approved by the Chief Inspector and shall accommodate at least a dining hall, kitchen, store room, pantry and washing places separately for workers and for utensils.

(6) In a canteen the floor and inside walls up to a height of 1.2 metres from the floor shall be made of smooth and impervious material; the remaining portion of the inside walls shall be made smooth by cement plaster or in any other manner approved by the Chief Inspector.

(7) The doors and windows of a canteen building shall be of fly-proof construction and shall allow adequate ventilation.

(8) The canteen shall be sufficiently lighted at all times when any person have access to it.

(9) (a) In every canteen—

(i) all inside walls of rooms and all ceilings and passages and staircases shall be lime-washed or colour-washed at least once in each year or painted once in three years or painted once in three years dating from the period when last lime-washed or painted as the case may be:—

(ii) all wood work shall be varnished or painted once in three years dating from the period when last varnished or painted.

(iii) all internal structural iron or steel work be varnished or painted once in three years dating from the period when last varnished or painted:

Provided that inside walls of the kitchen shall be lime-washed once every four months.

(b) Records of dates on which lime-washing, colour-washing, varnishing or painting is carried out shall be maintained in the prescribed Register (Form No. 7).

(10) The precincts of the canteen shall be maintained in a clean and sanitary condition. Waste water shall be carried away in suitable covered drains and shall not be allowed to accumulate so as to cause a nuisance. Suitable arrangements shall be made for the collection and disposal of garbage.

73. Dining Hall.—(1) The dining hall shall accommodate at a time at least 30 per cent of the workers working at a time:

Provided that, in any particular factory or in any particular class of factories, the Administrator may, by a notification in this behalf, alter the percentage of workers to be accommodated.

(2) The floor area of the dining hall, excluding the area occupied by the service counter and any furniture except tables and chairs, shall not less than 0.9 square metres dinner to be accommodated as prescribed in sub-rule (1).

Provided that in the case of factories in existence at the date of the commencement of the Act, where it is impracticable, owing to the lack of space to provide 10 square feet or floor area for each person such reduced floor area per person shall be provided as may be approved in writing by the Chief Inspector.

(3) A portion of the dining hall and service counter shall be partitioned off and reserved for women workers in proportion to their number. Washing places for women shall be separate and screened to secure privacy.

(4) Sufficient tables, stools, chairs or benches shall be available for the number of diners to be accommodated as prescribed in sub-rule (1).

74. Equipment.—(1) There shall be provided and maintained sufficient utensils, crockery, cutlery, furniture and any other equipment necessary for the efficient running of the canteen. Suitable clean clothes for the employees serving in the canteen shall also be provided and maintained.

(2) The furniture, utensils and other equipment shall be maintained in a clean and hygienic condition. A service counter, if provided, shall have a top of smooth and impervious material. Suitable facilities including an adequate supply of hot water shall be provided for the cleaning of utensils and equipment.

(3) Where the canteen is managed by a Co-operative Society registered under the Gujarat Co-operative Societies Act, 1961 as extended to Union Territory of Dadra and Nagar Haveli. The occupier shall provide the initial equipment for such canteen and shall undertake that any equipment required thereafter for the maintenance of such canteen shall be provided by such Co-operative Society.

75. Prices to be displayed.—The charge per portion of food stuff, beverages and any other item served in the canteen shall be conspicuously displayed in the canteen.

76. Accounts.—(1) All books of accounts, registers and any other document used in connection with the running of the canteen shall be produced on demand to an Inspector of Factories.

(2) The accounts pertaining to the canteen shall be audited, once every twelve months, by registered accountants and auditors. The balance sheet prepared by the said auditors shall be submitted to the canteen Managing Committee not later than two months after the closing of the audited accounts.

Provided that the accounts pertaining to the canteen in a Government factory having its own Accounts Department may be audited in such Department.

Provided further that where the canteen is managed by a Co-operative Society registered under the Gujarat Co-operative Societies Act, 1961, as extended to Union

Territory of Dadra and Nagar Haveli, the accounts pertaining to such canteen may be audited in accordance with the provisions of the said Act.

77. *Managing Committee.*—(1) The Manager shall appoint a Canteen Managing Committee which shall be consulted from time to time as to—

- (a) the quality and quantity of foodstuffs to be served in the canteen;
- (b) the arrangement of the menus;
- (c) times of meals in the canteen; and
- (d) any other matter pertaining to the canteen as may be directed by the Committee:

Provided that where the canteen is managed by a Co-operative Society registered under the Gujarat Co-operative Societies Act, 1961 as extended to Union Territory of Dadra and Nagar Haveli, it shall not be necessary to appoint a Canteen Managing Committee.

(2) The Canteen Managing Committee shall consist of an equal number of persons nominated by the occupier or any other Committee constituted under any law for the time being in force consisting of representatives of an employer and workers in a factory, by the members of such joint Committee or of such other Committee representing the workers, and in any other case, by the workers themselves;

The number of elected workers shall be in the proportion of 1 for every 1,000 workers employed in the factory provided that in no case shall there be more than 5 or less than 2 workers on the Committee.

(3) The Manager shall in consultation with the members of the Joint Committee, if any, determine and supervise the procedure for election to the Canteen Managing Committee.

(4) Canteen Managing Committee shall be reconstituted every two years, the previous Managing Committee holding office till such time as the new Committee takes charge.

78. *Foodstuffs to be served and prices to be charged:*—(1) The Chief Inspector of Factories may, by an order in writing, direct the Manager to provide in the canteen any item of foodstuff if he is satisfied that such item is in general demand such order shall specify the size of each portion to be served, the number of portions which shall be available and the frequency of serving the particular item per week. Such order shall also specify the time limit within which the order shall be complied with.

(2) Food, drink and other items, served in the canteen shall be sold on non-profit basis and in computing the charges to be made for such food, drink or other items the following items shall not be taken into consideration, namely :—

- (a) the rent for the land and building,
- (b) the depreciation and maintenance charges of the building and equipment provided for the canteen,
- (c) the cost of purchase, repairs and replacement of equipment including furniture, crockery, cutlery and utensils;
- (d) water charges and other charges incurred for lighting and ventilation; and
- (e) the interest on the amounts spent on the provision and maintenance of furniture and equipment provided for the canteen;

Provided that where the canteen is managed by a Co-operative Society registered under the Gujarat Co-operative Societies Act, 1961 as extended to Union Territory of Dadra and Nagar Haveli. Such Society may include in the charges to be made for any such food, drink or

other item served, a profit up to 5 per cent. on its working capital employed in running the canteen—

#### *Rules prescribed under section 47*

79. *Shelters, rest rooms and lunch rooms.*—(1) This rule shall come into force, in respect of any class or description of factories, on such dates as the Administrator may, by notification in the Official Gazette, appoint in this behalf.

The shelters, or rest rooms and lunch rooms shall conform to the following standards :—

- (a) The building shall be soundly constructed and all the walls and roofs shall be of suitable heat resisting materials and shall be waterproof. The floor and walls to a height of 91.4 centimetres shall be so laid or finished as to provide a smooth, hard and impervious surface.
- (b) The height of every room in the building shall be not less than 12 feet from floor level to the lowest part of the roof and there shall be at least 1.1 square metres of floor area for every person employed.

Provided that :—

- (i) Workers who habitually go home for their meals during the rest periods may be excluded in calculating the number of workers to be accommodated, and
- (ii) in the case of factories existing at the date of commencement of the Act, where it is impracticable, owing to lack of space to provide 12 square feet of floor area for each person, such reduced floor area per person shall be provided as may be approved in writing by the Chief Inspector :

Provided further that, in the case of rooms in buildings in existence at the date of the coming into force of this rule which have been or are intended to be adapted for use as shelters or rest rooms or lunchrooms, as the case may be, the Chief Inspector may approve the rooms having such reduced height as may in his opinion be reasonable in the circumstances of the case on such conditions as may be deemed expedient.

- (c) Effective and suitable provision shall be made in every room for securing and maintaining adequate ventilation by the circulation of fresh air and there shall also be provided and maintained sufficient and suitable, natural or artificial lighting.
- (d) Every room shall be adequately furnished with chairs or benches with back-rests.
- (da) Where in any factory washing facilities are not located near the rest or lunch room, a sufficient number of wash-basins shall be provided in the lunch room.
- (e) Sweepers shall be employed whose primary duty it is to keep the rooms, buildings and precincts thereof in a clean and tidy condition.

#### *Rules prescribed under sub-section (3) of section 48*

80. *Creches.*—(1) Rules 80 to 83-A shall come into force, in respect of any class or description of factories, on such dates as the Administrator may, by notification in the Official Gazette, appoint in this behalf.

(2) The creche shall be conveniently accessible to the mothers of the children accommodated therein and so far as is reasonably practicable it shall not be situated in close proximity to any part of the factory where obnoxious fumes, dust or odours are given off or in which excessively noisy processes are carried on.

(3) The building in which the creche is situated shall be soundly constructed and all the walls and roof shall be of suitable heat resisting materials and shall be water-proof. The floor and internal walls of the creche shall be so laid or finished as to provide a smooth impervious surface.

(4) The height of the rooms in the building shall be not less than 3.7 metres from the lowest part of the roof and there shall be not less than 11.9 square metres of floor area for each child to be accommodated.

Provided that in the case of rooms in buildings in existence at the date of the coming into force of this rule which have been or are intended to be adapted for use as a creche, the Chief Inspector may approve the rooms having such reduced height as may in his opinion be reasonable in the circumstances of the case on such conditions as may be deemed expedient.

(5) Effective and suitable provision shall be made in every part of the creche for securing and maintaining adequate ventilation by the circulation of fresh air.

(6) The creche shall be adequately furnished and equipped and in particular there shall be one suitable cot or cradle with the necessary bedding for each child, provided that for children over two years of age it will be sufficient if suitable beddings made available and at least one chair or equivalent seating accommodation for the use of each mother while she is feeding or attending to her child, and a sufficient supply of suitable toys for the older children.

(7) A suitably fenced and shady open air play-ground shall be provided for the older children. Provided that the Chief Inspector may by order in writing, exempt any factory from compliance with this sub-rule if he is satisfied that there is no sufficient space available for the provision of such a play-ground.

81. *Wash Room.*—There shall be in or adjoining the creche a suitable wash room for the washing of the children and their clothing. The wash room shall conform to the following standard :—

(a) The floor and internal walls of the room to a height of 91.4 centimetres shall be so laid or finished as to provide a smooth impervious surface. The room shall be adequately lighted and ventilated and the floor shall be effectively drained and in a clean and tidy condition.

(b) There shall be at least one basin or similar vessel for every four children accommodated in the creche at any one time together with a supply of water provided, if practicable, through taps from a source approved by the Health Officer. Such source shall be capable of yielding for each child a supply of at least five gallons, of water a day.

(c) An adequate supply of clean clothes, soap and clean towels shall be made available for each child while it is in the creche.

82. *Supply of Milk and Refreshment.*—At least 284.1 millilitres of clean pure milk shall be available for each child on every day it is accommodated in the creche and the mother of such a child shall be allowed in the course of her daily work two intervals of at least fifteen minutes each (other than those allowed under section 55) to feed the child. For children above two years of age there shall be provided in addition an adequate supply of wholesome refreshment.

83. *Creche Staff.*—For each creche there shall be appointed a woman incharge and an adequate number of female-attendants to help the woman incharge. The creche staff shall be provided with suitable clean clothes for use while on duty.

83-A. (1) *Qualifications of a woman incharge.*—Except as provided in sub-rule (2) no woman shall be

appointed under 83 as a woman in-charge of a creche after the 1st June, 1969 unless she possesses the Midwifery qualification or produces a certificate that she has undergone training for a period of not less than 18 months in a hospital, maternity home or nursing home approved in this behalf by the Chief Inspector of Factories. Or produces a certificate that she has received training for a preprimary teacher in an institution approved by the Administrator.

(2) The provisions of sub-rule (1) shall not apply in the case of a woman who is in-charge of a creche in a factory on the 1st June, 1969.

Rules prescribed under clause (a) of section 50.

83.B. *Exemption from the provisions of section 48.*—The Administrator may, by notification in the Official Gazette exempt any factory in which the number of married women or widows employed does not exceed twenty from the provisions of section 48 and of the rules made thereunder subject to the condition that the number of married women and widows employed in such factory is reported every six months to the Chief Inspector of Factories.

## CHAPTER VI

### WORKING HOURS OF ADULTS

Rules prescribed under sub-section (2) of section 53.

84. *Compensatory Holidays.*—(1) Except in the case of worker engaged in any work which for technical reasons must be carried on continuously throughout the day, the compensatory holidays to be allowed under sub-section (1) of section 53<sup>††</sup> of the Act shall be so spaced that not more than two holidays are given in one week.

(2) The Manager of the factory shall display, on or before the end of the month in which holidays are lost, a notice in respect of workers allowed compensatory holidays during the following months and of the dates thereof, at the place at which the Notice of Periods of Works prescribed under section 61 is displayed. Any subsequent change in the notice in respect of any compensatory holiday shall be made not less than three days in advance of the date of that holiday.

(3) Any compensatory holiday or holidays to which a worker is entitled shall be given to him before he is discharged or dismissed and shall not be reckoned as part of any period of notice required to be given before discharge or dismissal.

(4) (a) The Manager shall maintain a Register in Form No. 12 Provided that, if the Chief Inspector of Factories is of the opinion that any muster roll or register maintained as part of the routine of the factory or return made by the Manager, gives in respect of any or all the workers in the factory the particulars required for the enforcement of section \*\*53, he may, by order in writing, direct that such muster roll or register or return shall, to the corresponding extent, be maintained in place of and be treated as the register or return required under this Rule for that factory.

(b) The register maintained under clause (a) shall be preserved for a period of three years after the last entry in it and shall be produced before the Inspector or demand. Rules superscribed under sub-section (2) of section 58 and section 112 :—

84A. (1) *Factories exempted under section 58.*—The printing presses attached to the newspaper offices shall be exempted from provisions of sub-section (1) of section 58, subject to the following conditions namely :—

In such printing-press—

(i) the workers of each relay shall bear a badge of distinct colour which will identify worker of one relay from that of the other,

<sup>††</sup>Rules 89 to 91 prescribed under section 64.

- (ii) the colour of the badge to be worn by the workers of each relay shall be specified in the notice of periods of work required to be displayed and correctly maintained under sub-section (1) of section 61 and in the copies of the notice to be sent to the Inspector under sub-section (9) and (10) of the said section,
- (iii) a flag or light having the same colour as that of the badge to be worn by the workers of any relay actually at work shall be displayed during the time of actual working of one or more relays in the department concerned,
- (iv) each worker engaged in the work carried on by means of overlapping shifts shall be in possession of an identity card. The identity card shall be supplied to the worker by the factory management free of costs and shall bear the photograph of the worker, his full name, signature or thumb impression and visible identification mark and the signature of the Manager.

*Muster-roll prescribed under sub-section (4) of section 59.*

85. *Muster-roll for exempted factories.*—(The Manager of every factory—

- (a) which is exempted under section 5, or
- (b) in which workers are exempted under section 64 or section 65, from the provisions of section 51 or section 54, shall keep a muster-roll in Form No. 13 showing the normal piece work rate of pay, or the rate of pay per hour, of all the exempted workers in the factory.)

In this Muster-roll shall be correctly entered the extent of overtime worked by each worker together with the overtime earnings in respect thereof and the dates of the payment of such earning. The muster-roll in Form No. 13 of the payment always be available and produced for inspection whenever required by an Inspector.

+85A. *Overtime slips.*—Any work done by a worker beyond the normal specified periods of work shall be entered in the overtime slips in duplicate indicating therein the actual period of overtime worked by him. A copy of such overtime slip duly signed by the manager or by a person duly authorised by in that behalf, shall be given to the worker immediately after completion of the overtime work :

Provided that if the Chief Inspector of Factories is satisfied that because of the nature of work carried out in the factory, it is not possible to issue daily slips to the workers, he may permit issue of weekly slips to the workers.

#### *Rules prescribed under section 60*

86. *Double employment of workers.*—(a) The Inspector may sanction the employment of adult workers in more than one factory on the same day if he is satisfied that such adult worker is allowed to work not more than forty-eight hours in a week and is allowed weekly holidays as per section 52.

(b) A note under the initials of the Inspector shall be made in the remarks column of a Register of such workers permitted to work in more than one factory.

#### *Notice prescribed under sub-section (8) of section 61*

87. *Notice of periods of work for adults.*—The notice of periods of work for adult workers shall be in Form No. 14.

#### *Register prescribed under sub-section (2) of section 62*

88. *Register of adult workers.*—The register of adult worker shall be in Form No. 15. \*This register shall

be written up afresh each year and shall be preserved for a period of twelve months.

†Rules 89 to 91 prescribed under section 64.

89. *Persons defined to hold positions of supervision or management or confidential position.*—The persons specified in the schedule annexed to these rules shall be deemed to hold positions of supervision or management or to be employed in a confidential position in the factory.

#### *SCHEDULE*

#### *List of persons defined to hold positions of Supervision or Management in Factories*

##### *1. All Factories*

Manager.

Assistant Manager.

Labour Officer.

Welfare Officer.

Departmental Heads and Assistants.

Engineer and Certified Assistants.

Electrical Engineer.

Head Store-Keeper and Assistants.

Boiler serang or such Boiler attendants who are in charge of Battery of boilers and are only required to do supervisory work.

Technical Experts.

##### *II. Engineering Workshops*

Foremen.

Inspectors.

Chargemen.

Workshop Overseers.

(In addition to persons in the list "I. All Factories" above).

##### *III. Spinning and Weaving Mills, Engineering Departments.*

Foremen Mechanics.

##### *Spinning Departments*

Jobbers or Muccadams

(NOTE :—Weaving department shall, for the purpose of this Rule, be deemed to include also the belowing carding, drawing and frame departments).

Weaving Department.

Jobbers, Overseers or Muccadams.

(NOTE.—Weaving department shall, for the purpose of this Rule be deemed to include the preparatory departments of winding, warping and sizing).

Dyeing, Bleaching, Folding, Calendering and Cloth Printing Departments.

Jobbers, Overseers or Muccadams.

(In addition to persons in the list "I. All Factories" above).

90. *List to be maintained of persons holding confidential position or position of supervision or management.*—A list showing the names and designations of all persons in a factory holding confidential position or position of supervision and management in that factory shall be maintained in every factory.

91. *Exemption of certain adult workers.*—Adult workers engaged in factories specified in column 2 of the schedule annexed to this rule on the work specified in column 3 of the said schedule shall be exempted from the provisions of the sections specified in column 4, subject to the conditions, if any, specified in column 5 of the said schedule :

**P**rovided that :—

(a) no female adult worker shall be required or allowed to work for more than nine hours in any day;

(b) except in the case of urgent repairs :—

(1) no male adult worker shall be required or allowed to work for more than ten hours in any day;

(2) no male adult worker shall be required or allowed to work in any quarter for more than fifty hours overtime on weekly limits;

(3) period of work for each male adult worker shall be so arranged that inclusive of his interval for rest they shall not spread over more than twelve hours in any day:

Provided further that the restrictions imposed by sub-clauses (1) and (3) shall not apply in the case of a shift worker mentioned in entries 8, 10 to 35(i), 36(i), 44 and 51 of the schedule who is allowed to work the whole or part of a subsequent shift in the absence of a worker who has failed to report for duty.

#### SCHEDULE

Section of the Act empowering grant of exemption	Class of Factory	Nature of exempted work	Extent of exemption	Conditions
1	2	3	4	5
64 (3) (a) and 64 (3)	1. All Factories	Urgent repairs (Urgent repairs shall mean work to be done to machinery or plant but only so far as may be necessary to avoid serious interference with the ordinary working of the undertaking)	Sections 51, 52, 54, 55, 56 (a) Unless the Inspector gives permission in writing for reporting, otherwise, than as herein laid down, employment of persons on urgent repairs the management	<p>(i) Shall send within twenty four hours of the commencement of work on urgent repairs written notice to the Inspector describing briefly the nature of the urgent repairs and the probable period of their duration, and</p> <p>(ii) shall send weekly during the continuance of the work on urgent repairs a statement giving the names of all persons, who have worked for more than nine hours in any one day or four more than forty eight hours of the preceding week in a factory. Such statement shall also show total number of hours worked each day of the week.</p> <p>(b) If the Inspector is of the opinion that any work being carried on or likely to be carried on in a factory as "urgent repairs" is not "urgent repairs" the Inspector shall serve on the manager an order to that effect, and the manager shall in respect of such work not allow any worker to work in contravention of the provisions of sections 51, 52, 54, 56 and shall comply with section 61.</p>
64 (2) (b), 64 (h) and 64 (3)	2. All factories other than those on continuous processes.	Work performed by Sections, 51, 52, 54, 55, 56 and 61. (i) All workers attending to engine and boilers. (ii) Workers attending to starting stopping and maintaining electric motors and connected switch gear.	(a) Such workers shall be allowed not less than two holidays in each period covered by consecutive statutory factory holidays and shall not be allowed to work for more than six hours on any of the other two weekly holidays. (b) The notice required by the section 52 shall be delivered to the office of the Inspector showing on which days holidays will be allowed.	

Section of the Act empowering grant of exemption	Class of Factory	Nature of exempted work	Extent of exemption	Conditions
1	2	3	4	5
(iii) Departmental oilers.				
64 (2) (c) and 64 (3)	3. All factories.	Work performed by drivers on lighting ventilating and humidifying apparatus.	Sections 51, 54, 55, 56 and 61.	(a) Intervals for food and rest shall be given to all workers allowed to work on such work. (d) No worker shall be allowed to work for more than fifty-four hours in any one week: and (c) Register or muster roll required to be maintained under section 62 shall show correctly full particulars of periods within which each such worker may be required to work; entries in the register or muster roll shall be upto-date. (a) Intervals for food and rest shall be given to all such workers.
64 (2) (c) and 64 (3)	4. (i) All factories	Work performed fire pumpmen.	Sections 51, 54, 55, 56 and 61.	(b) Register or muster roll required to be maintained under section 62 shall show correctly full particulars of periods within which each such worker may be required to work, the entries, in the register or muster roll shall be up-to-date.
(ii) Cotton Spinning and Weaving mills.				
64 (2) (b)	5. Dyeing and bleaching factories or departments.	Work involved in clearing blow room fues.	Sections 51, 54 and 56.	Register or muster roll required to be maintained under section 62 shall show correctly full particulars or periods within which each such worker may be required to work the entries in the register or muster roll shall be up-to-date. (a) No worker shall be allowed to work for more than fifty one hours in any one week. (b) No worker shall be allowed to work in such a manner that the spread over exceeds ten and half hours except on one day in a week previously notified to the Inspector when it shall not exceed twelve hours. The intervals for food and rest totaling one hour if working hours exceed eight and half in a day or half an hour if working hours, do not exceed eight and half hours shall be given to each worker every day and the register or muster roll maintained in accordance with section 62 shall show correctly the periods of work of each worker.
64 (2) (b)	5—A. Cloth printing factories or department or factories carrying on printing preshrinking treatment, finishing & mercerising of cloth.	Work in the nature of preparatory or complementary to main operations.	Sections 51, 54, &, 56.	
64 (2) (d)	6. Cloth printing factories or departments of factories, and bleaching, finishing, mercerising, dyeing, singeing and sanforising departments of factories.	All work	Section 55.	Workers shall be allowed to work on shifts of not longer than eight hours duration.

Section of the Act empowering grant exemption	Class of Factory	Nature of exempted work	Extent of exemption	Conditions
1	2	3	4	5
64 (2) (b)	7. All factories other than cotton spinning & weaving mills.	(a) Work, performed by oilers, and (b) Work in machine shop smithies or foundries so far as such work is complementary to the main operations.	Sections 51, 54 & 56.	This exemption shall not apply (i) in the case of work performed by oilers where these workers of the factories in which the work have been exempted from the provisions of sections 52 or 55, and (ii) to the work in the mechanic shop smithy, or foundry portion of engineering workshops or to a smithy or foundry used solely as such.
64 (2) (d) 64 (3) & 64(4).	8. Oil installations.	Work performed by workers in connection with pumping operations.	Sections 51, 52, 54, 55, 56 & 61.	(a) Intervals for food & rest shall be given to all workers allowed to work on each work. (b) A compensatory rest period of at least twenty four consecutive hours shall be given to each worker after the cessation of the pumping operations continuing after 10 p.m. (c) Notice of such pumping operations with the number of workers allowed to works shall be sent to the Inspectors as soon as possible after commencement of such work. (d) Exemption from section 61 shall be availed of only during the continuance of pumping operations.
64 (2) (b)	9. Oil tank installations.	Work performed by furnace men firemen.	Sections 51, 54 & 56.	
64 (2) (d) & 4 (4)	10. Public electricity supply factories generating electricity in any manner and these engine rooms and boiler departments generating electricity in any manner for their own use employing workers on shifts of not more than eight hours each.	Operation and maintenance of; (i) Prime movers & auxiliaries generator transformers & switch gear (ii) Oiler & auxiliaries switch gear (iii) Oilers and auxiliaries	Sections 51, 52, 54, 55 and 56.	(a) The workers shall be allowed to work on shifts of not longer than eight hours, durations; (b) In the absence of worker who has failed to report for duty, as shift workers may be allowed to work the whole or part of subsequent shift provided that the next shift of the worker shall not commence before a period of 16 hours has elapsed after the (specified) stopping time of the shift to which the worker belongs; (c) No worker shall be allowed to work for more than fifty six hours in any one week except that when employed as in condition (b) above. But he shall not be allowed to work for more than sixty four hours in any one week; (d) Such workers shall be allowed not less than two holidays in each period covered by four consecutive statutory factory holidays.
Do.	11. Electrical receiving stations and sub-stations or in any factory or the department of the factory receiving and distributing	11. Operation and maintenance of transformers and their auxiliaries including receiving and distribution switch gear lighting	Sections 51, 52, 54, 55 and 56.	As in exemption No. 10.

Section of the Act empowering grant of exemption	Class of Factory	Nature of exempted work	Extent of exemption	Conditions
1	2	3	4	5
64 (2) (d) & 64 (4)- <i>Contd.</i>	Electrical energy for the use of the factory.	Arrestor, synchronous and other condensers and rotary & static condensers.		
64 (2)(d) & 64 (4)	12. Factories or departments of factories charging electrical accumulator.	Operations in connection with charging electrical accumulators.	Sections 51, 52, 54, 55 and 56.	As in exemption No. 10
Do.	13. Distilleries	Work on the extraction of sugar from various bases, fermentation of sugar juice and distillation of fermented wash.	Do.	Do
Do.	14. Sugar factories	Operation beginning with receiving and weighment of cane and ending with beiging of sugar.	Do.	Do.
Do.	15. Chemical factories.	All continuous process work.	Do.	Do.
Do.	16. Vegetable oil hydro-generation factories.	The work <i>viz.</i> , refining, bleaching, filtering, generation of hydrogen, hydrogenating and deodorising processes also compression of oxygen and the cylinder filling.	Do.	Do.
Do.	17. Magnesium chloride factories.	The work on concentrating Process.	Do.	Do.
Do.	18. Public pumping and compressor stations.	All work	Do.	Do.
Do.	19. Train gas lighting factories of railways.	Do.	Do.	Do.
Do.	20. Water supply pumping factories of railway workshops.	Do	Do.	Do.
Do.	21. Ice factories.	Work of the engine and compressor drivers and assistants and oilers.	Do.	Do.
Do.	22. Carbolic acid gas work.	Work of firemen, pump-men, plant drivers, oilers and the filling of cylinders.	Do.	Do.
64 (2) (b)	22. (a) Carbolic acid gas works.	Work of fireman to light Idle boiler.	Sections 51, 54 and 55.	This exemption shall be availed of only one day when plant is restarted after closer.
64 (2) (d)	23. Carbolic acid gas solidification works.	All work except packing blocks.	Sections 51, 52, 54, 55 and 56.	As in exemption No. 10.
64 (2) (d) and 64 (4)	24. Oxygen Factories	Engine and plant drivers, oilers and the filling of cylinders.	Do.	Do.
64 (2) (d) and (4)	25. Factories refining crude mineral oil	(a) All continuous process, work performed by plant operations, laboratory testers and analysis, maintenance and instruments personnel connected with continuous process work dressers and sanitary carriers.  (b) Work performed by workers engaged in discharging and loading tankers.	Do.	Do.
64 (2) (d) and (3)		Sections 51, 52, 54, 55, 56 and 61.	(i) Interval for food and rest shall be given to all workers allowed to work on such work.  (ii) Exemption from section 61 shall be availed of only during the continuous of the operations, and	

Section of the Act empowering grant of exemption	Class of Factory	Nature of exempted work	Extent of exemption	Conditions
1	2	3	4	5
64 (2) (d) and (4)	(v) Work performed by safety operators			(iii) Notice of pumping opera- tions with the number of workers allowed to work shall be sent to the In- spectors as soon as possible after the commencement of such work.
64 (2) (d) and 64 (4)	26. Coal gas factories	All work in the retort house and on the water gas plant. Work of the male yard labour staff in unloading coal, feeding hoppers and removing coke, work on the siphones, boilers station meters and governors.	Sections 51, 52, 54, 55 and 56.	As in exemption No. 10. Do.
Do.	27. Hydraulic pumping Stations.	All work.	Do.	Do.
Do.	28. Paper cardboard and straw board factories working on three eight hours shift system.	Work performed by male adult workers on choppers, digesters, kneaders, strainers and washers, beaters paper- making, machines, pumping plants, ree- lers and cutters.	Do.	Do.
Do.	29. Cement factories and Asbestos Cement factories.	All work on contin- uous process units.	Do.	Do.
Do.	30. Glycerine factories.	All continuous pro- cess work.	Do.	Do.
Do.	31. Dextrine manufac- turing factories.	Do.	Do.	Do.
Do.	32. Acetyline factories	Generation of gas and filling of cylinders.	Do.	Do.
Do.	33. Strach factories work- ing on 8 hours Shift.	All work except the engi- neering department and work shop.	Sections, 51, 52, 54, 55 and 56.	As in exemption No. 1
Do.	34. Potassium Chlorate factories.	Work in the cell room	Do.	Do.
Do.	35. (i) Ferrous and non- ferrous metal factories. (ii) ferrous and non-fer- rous metal factories.	All work on furnace	Do.	Do.
64 (2) (d)		Hot rolling	Section 55.	Workers shall be allowed to work on shifts of not longer than eight hours duration. As in exemption No. 10.
64 (2) (d) and 64 (4)	36. (i) Sodium and potas- sium Bichromate fac- tories. (ii) Do.	Work on furnace and crystallisers	Sections 51, 52, 54, 55 and 56.	
64 (3) (d)		All other work.	Section 55.	Workers shall be allowed to work, on shifts of not longer than eight hours' duration. Do.
Do.	37. Oil mills	All continuous process work.	Do.	Do.
Do.	38. Flour mills.	All work		
64 (2) (b)	39. (i) Gur factories	The work performed by workers in crushing sugar cane.	Section 51, 55, and 56.	
64 (2) (c) & 64 (3)	(ii) Gur factories	All other work except crushing sugar cane.	Section 51, 54, 55, 56 and 61.	A notice showing the periods of work of the crusher shall be exhibited in the factory and a copy sent to the Inspectors. (a) No worker shall be allowed to work for more than four hours on any of the weekly holidays. (b) No worker shall be allowed to work on consecutive weekly holidays. (c) No worker shall be allowed to work in excess or limits of weekly hour of work as laid down in sec- tion 51 except during the
64 (2) (d)	40. Cement tile factories.	"Work on the curing" of tiles	Section 51 and 52.	

Section of the Act empowering grant of exemption	Class of Factory	Nature of exempted work	Extent of exemption	Conditions
1	2	3	4	5
64 (2) (d) and 64 (4)	41. (i) Glass Factories.  (ii) Glass factories.	All work except packing work and work in en- gineering department.  All work and processes from mixing of batch to removal of the manufac- tured glassware from the hears	Sections 51, 52, 54 & 56.	As in exemption No. 10.  (a) The workers shall be allowed to work on shifts of not longer than eight hours duration. (b) No worker shall be allowed to work for more than six hours on any of the weekly holiday. (c) No worker shall be allowed to work on consecutive weekly holidays. (d) No worker shall be allowed to work in excess of weekly limits as laid down in section 51 except during the week when the worker works on a weekly holidays as in (b) above.
64 (2) (d)	42. Smelting and refining factories.	(i) work on the reducing furnace.  (ii) All continuous pro- cesses work in Elec- trolytic Refining Fa- ctories.	Section 55.	(a) The workers shall be allo- wed to work on shifts of not longer than eight hours duration. (b) Intervals for food and rest shall be given to all workers allowed to work in such work. —
64 (2) (b)	43. Film Studies	All work.	Sections 51, 54 and 56.	—
64 (2) (d) 64 (4)	44. Rubber-tyre factories	All work on curing Pro- cess.	Sections 51, 54, 55 and 56	(a) The workers shall be allowed to work on shifts of not longer than eight hours duration.  (b) In the absence of a worker who has failed to report for duty, a shift worker may be allowed to work the whole or a part of a sub- sequent shift provided that the next shift of the shift worker shall not commence before a period of 16 hours has elapsed after the (speci- fied) stopping time of the shift to which the worker belongs.
64 (2) (d)	45. Ordnance Factories.	Work in melting shop, swarfannealing furnace gas producers, electrical sub station and water and electrical distribu- tion departments.	Section 55	Workers shall ordinarily work on three 8-hours' shift.
Do.	46. Soap Factories.	Work on soap boiling pans and soap drying pans.	Do.	Workers shall be allowed to work on shifts of not longer than eight hours dura- tions.
Do.	47. Pottery works.	(i) Works of fireman on kilns.	Do.	(a) Workers shall be allowed to work on shifts of not longer than eight hours durations.

Section of the Act empowering grant of exemption	Class of Factory	Nature of exempted work	Extent of exemption	Conditions
1	2	3	4	5
		(ii) Work on tunnel kilns.	Sections 52 and 55.	(b) No workers shall be allowed to work on consecutive weekly holidays. Workers shall be allowed to work on shifts of not longer than eight hours duration.
64 (2) (d)	48. Brick factories.	Work of firemen on kilns	Section 55.	Workers shall be allowed to work on shifts of not longer than eight hours duration.
64 (2) (d)	49. Plastic Factories.	Work on plastic injection machines.	Section 55.	Workers shall be allowed to work on shifts of not longer than eight hours duration.
Do.	Do.	All continuous process work	Do.	Do.
64 (2) (d) & 64 (4)	51. Factories processing cinematographic films.	Work on developing and washing processes.	Sections 51, 52, 54, 55 and 56	As in exemption No. 44.
64 (2) (c)	52. All Factories.	Telephone operators	Section 55.	The intervals for food and rest totalling one hour if working hours exceed eight and a half in a day, or half an hour if working hours do not exceed eight and half hours shall be given to each worker every day and the same noted in the register or muster roll maintained in accordance with section 62 (2).
64 (2) (i)	53. News paper printing presses.	(a) All work on daily newspapers. (b) All work on weekly newspapers.	Sections 51, 54, 55, 56.	(a) No workers shall be allowed to work for more than 56 hours in any week. (b) No overtime shall be carried on except for two days prior to the date of publication of the weekly newspapers. (c) The exemption under this entry shall be availed of only on that section of the press whether there is a break down of machinery. Exemption from section 61 may be availed of provided that every worker at the end of the day's work is supplied with a note showing the total number of hours of work put in by such worker.
64 (2) (i) & 64 (3)	54. All factories.	Loading and unloading of Railway wagons.	Sections 51, 52, 54, 55, 56 and 61.	Exemption from section 61 may be availed of provided that every worker at the end of the day's work is supplied with a note showing the total number of hours of work put in by such worker.
64 (2) (d)	55. Cashew nut factories.	Oil extraction work.	Section 55.	Worker shall be allowed to work on shift of not longer than eight hours' duration.
64 (2) (d)	56. Cotton spinning and weaving mills.	Work on hot air sizing machines.	Section 55.	(1) Worker shall be allowed to work on shifts of not longer than eight hours' duration. (2) Worker shall be given specified rest intervals for food and rest.
64 (2) (d)	57. Cycle manufacturing factories.	Work in colouring and enamelling section and Semi-automatic planting plant.	Section 55.	Worker shall be allowed to work on shifts not longer than eight hours duration.
64 (2) (d)	58. Confectionery Manufacturing.	Making of malted chocolate flavoured food and chocolate making.	Section 55.	Worker shall be allowed to work on shifts or not longer than eight hours' duration.
64 (2) (d)	59. Chemical products factories.	Process of Manufacturing Activated carbon.	Sections 51, 52, 54, 55 and 56.	(a) The worker shall be allowed to work on shifts of not longer than eight hours' duration. (b) No worker shall be allowed to work in such a manner that the spread over exceeds twelve hours in any day and this shall be permissible only in cases when a reliever working on continuous process does not attend at the correct time and alternative relief cannot be arranged.

Section of the Act empowering grant of exemption	Class of factory	Nature of exempted work	Extent of exemption	Conditions
1	2	3	4	5
				(c) No worker shall be allowed to work more than fifty six hours in any one week except that, if he is employed as in condition (b) above, as in condition (b) above, he shall not be allowed to work for more than sixty four hours in any one week.
				(d) Such workers shall be allowed not less than two holidays in each period covered by four consecutive statutory holidays.
64(2)(d)	60. Enamelled Ware Manufacturing	Works of enamelling of Wares.	Section 55	Workers shall be allowed to work on shifts of not longer than eight hours' duration.
Do	61. Insulated wire and cables manufacturing factories.	Work on wire annealing plant P.V.C. extruder and continuous vulcanising Plant.	Sections 51, 54, 55 and 56.	(a) The workers shall be allowed to work on shifts of not longer than eight hours' duration. (b) Intervals for food and rest shall be given to all workers allowed to work on such work.
64(2)(d) and 64(4)	62. Milk Products factories.	All work in connection with the manufacture of cream, butter, ghee by vacuum process; cheese, baby food, milk powder, sections of various fat concentrations case in sections or any other products.	Sections 51, 54, 55 and 56.	(a) The workers shall be allowed to work on shift not longer than eight hours' duration. (b) In the absence of a worker who has failed to report for duty, a shift worker may be allowed to work the whole or part of a subsequent shift provided that the next shift of the shift worker shall not commence before a period of 16 hours has elapsed after the specified stopping time of the shift to which the worker belongs. (c) No worker shall be allowed to work for more than 48 hours in any one week except that when employed as in condition above. (d) Above, he shall not be allowed to work for more than 56 hours in anyone week.
64 (2) (d)	63. Factories or departments thereof manufacturing crimped (stretch) yarn from thermoplastic filament yarn.	All work on continuous process units.	Section 55	Workers shall be allowed to work on shifts of not longer than eight hours' duration.

NOTE.—The attention of Manager of all Factories is drawn to section 59 and rule 85 regarding payment for overtime work of exempted workers.

## CHAPTER VII

### EMPLOYMENT OF YOUNG PERSONS

Notice prescribed under sub-section (3) of section 72

92. *Notice of periods of work for children.*—The notice of periods of work for child workers shall be in Form No. 16.

Register prescribed under sub-section (2) of section 73.

93. *Register of child workers.*—The Register of child workers shall be in Form No. 17. This register shall be written up afresh each year and shall be preserved for a period of twelve months.

## CHAPTER VIII

### ANNUAL LEAVE WITH WAGES

Rules 94—101 prescribed under sections 80(3) and 83

94. *Leave with wages register.*—(1) The Manager shall keep a Register in Form No. 18 hereinafter called the Leave with Wages Register:

Provided that if the Chief Inspector is of the opinion that any muster roll or register maintained as part of the routine of the factory, or return made by the Manager, gives, in respect of any or all of the worker in the factory, the particulars required for the enforcement of Chapter VIII of the Act, he may by order in writing, direct that such muster roll or register or return shall, to the corresponding extent be maintained in place of and be treated as the register or return required under this Rule in respect of that factory.

(2) The Leave with Wages Register shall be preserved for a period of three years after the last entry in it and shall be produced before the Inspector on demand.

95. *Leave Book.*—(1) The Manager shall provide each worker with a book in Form No. 19 (hereinafter called the Leave Book). The Leave Book shall be the property of the worker and the Manager or his agent shall not demand it except to make relevant entries therein and shall not keep it for more than a week at a time.

(2) If a worker loses his Leave Book, the Manager shall provide him with another copy on the payment of six paise within fifteen days, and shall complete it from his record.

96. *Medical Certificate.* If any worker is absent from work and if he wants to avail himself of the leave with wages due to him cover the period of illness as provided in sub-section (7) of section 79, he shall, if so required by the Manager, produce a medical certificate signed by a registered medical practitioner or by a registered vaid or hakim stating the cause of the absence and the period for which the worker is in the opinion of such medical practitioner vaid or hakim unable to attend to his work.

Provided that if in any village there is no registered medical practitioner or registered or recognised vaid or hakim a certificate of the President of the Village Panchayat or Headman of the village shall be deemed as sufficient for the purpose of this rule.

97. *Notice to Inspector of Lay off.* The Manager shall give, as soon as possible, a notice to the Inspector of every case of lay-off of workers by agreement or contract or as permissible under the standing orders, giving the numbers of such workers and the reasons for the lay-off, entries to this effect shall be made in the Leave with

Wages Register and the Leave Book in respect of each worker concerned.

98. *Notice by Worker.*—Before or at the end of every calendar year a worker may give notice to the Manager of his intention not to avail himself of the annual leave with wages falling due to him during the following year. The Manager shall make an entry to that effect in the Leave with Wages Register and in the Leave Book of the Worker concerned.

99. *Notice by Manager.*—The Manager shall, as soon as possible, in the first quarter of each calendar year cause a notice to be displayed giving the names of all workers whose maximum leave has been carried forward, under the first proviso to sub-section (5) of section 79. A copy of the notice shall be delivered at the office of the Inspector of Factories.

100. *A Mode of leave.*—(1) As far as circumstances permit members of the same family comprising husband, wife and children shall be allowed leave on the same date.

(2) The Manager may alter the dates fixed for leave only after giving notice of four weeks to the worker."

101. *Payment of leave wages due if worker dies.*—If a worker, who is not entitled to advance payment in accordance with the provisions of section 81, dies before he resumes work, the balance of his pay due for the period of leave shall be paid to his nominee and failing such nominee to his legal representative within one month of the receipt of intimation of death of the worker. The nomination shall be in Form No. 35 and signed by the worker and attested by two witnesses.

102. *Register to be maintained in case of exemption under section 84.*—

(1) Where an exemption is granted under section 84, the Manager shall maintain a Register showing the position of each worker as regards leave due, taken and wages granted.

(2) He shall display at the main entrance of the factory, notice giving full details of the system established in the factory for leave with wages and send a copy of it to the Inspector.

(3) No alteration shall be made in the scheme approved by the Administrator at the time of granting exemption under section 84 without its previous sanction.

## CHAPTER IX

### SPECIAL PROVISIONS

Rule prescribed under section 87

102. *Dangerous Operations.*—(1) The following operations when carried on in any factory are declared to be dangerous operations under section 87.

1. Manufacture of aerated water and processes incidental thereto.

2. Electrolytic plating or oxidation of metal articles by use of an electrolyte containing chromic acid or other chromium compounds.

3. Manufacture and repair of electric accumulators.

4. Glass manufacture.

5. Grinding or glassing of metals.

6. Manufacture and treatment of lead and certain compounds of lead.

7. "Generation of gas from dangerous petroleum as defined in clause (b) of section 2 of the Petroleum Act, 1934".

8. Cleaning or smoothing roughening or removing of any part of the surface of articles by a jet of sand, metal shot or grit or other abrasive propelled by a blast of compressed air or steam.

9. Liming and tanning of raw hides and skins processes incidental thereto.

10. Manufacture of chromic acid or manufacture or recovery of the dichromate of sodium or potassium or ammonium.\*

11. Manipulation of nitro or amido compounds.

12. Manipulation of acids or alkalis.

13. Manufacture of bangles and other articles from cinematograph films and acetone, tetrachloroethane and other toxic and inflammable solvents.

14. Processes involving manufacture, use or evolution of carbon disulphide and hydrogen sulphide.

(a) 15. Manufacture and manipulation of dangerous pesticides.

(a) 16. Commission of oxygen and hydrogen produced by electrolysis of water.

(2) The provisions specified in the Schedules annexed hereto shall apply to any class or description of factories wherein dangerous operation specified in each Schedule are carried out.

17. Handling and processing of asbestos manufacture of any article of asbestos and any other process of Manufacture or otherwise, in which asbestos is used in any form.

18. Manufacture of articles from refractory materials including manufacture of refractory bricks.

(2) The provisions specified in the Schedules annexed hereto shall apply to any class or description of factories wherein dangerous operation specified in each Schedule are carried out.

(3) This Rule shall come into force in respect of any class or description of factories wherein the said operations are carried on, on such dates as the Administrator may by notification in the Official Gazette appoint in this behalf.

#### SCHEDULE I

Manufacture of aerated waters and processes incidental thereto

1. *Fencing of machines.*—All machines for filling bottles or syphones shall be so constructed, placed or fenced as to prevent, as far as may be practicable a fragment of a bursting bottle or syphon from striking any person employed in the factory.

2. *Face-guards and gauntlets.*—(1) The occupier shall provide and maintain in good condition for the use of all persons engaged in filling bottles or syphones:—

(a) suitable face-guards to protect the face, neck and throat, and

(b) suitable gauntlets, for both arms to protect the whole hand and arms.

Provided that—

(i) paragraph 2(1) shall not apply where bottles are filled by means of an automatic machine so constructed that no fragment of a bursting bottle can escape, and

(ii) where a machine is so constructed that only one arm of the bottle at work upon it is exposed to danger, a gauntlet need not be provided for the arm which is not exposed to danger.

(2) The occupier shall provide and maintain good condition for the use of all persons engaged in cooking, crowning, screwing, wiring foiling

capsuling lasighting or labelling bottles or syphones:—

(a) suitable face-guards to protect the face, neck and throat, and

(b) suitable gauntlets for both arms to protect the arms and at least half of the palm and the space between the thumb and forefinger.

3. *Wearing of face-guards and gauntlets.*—All persons engaged in any of the processes specified in paragraph 2 shall, while at work in such process, wear the face-guards and gauntlets provided under the provisions of the said paragraph.

#### SCHEDULE II

Electrolytic plating or oxidation of metal articles by use of an electrolyte containing chromic acid or other chromium compounds.

1. *Definitions.*—For the purposes of this Schedule—

(a) "Electrolytic chromium process" means the electrolytic plating or oxidation of metal articles by the use of an electrolyte containing chromic acid or other chromium compounds.

(b) "Bath" means any vessel used for an electrolytic chromium process or for any subsequent process.

(c) "Employed" means in paragraphs 5, 7, 8 and 9 of this Schedule employed in any process involving contact with liquid from a bath.

(d) "Suspension" means suspension from employment in any process involving contact with liquid from any bath by written certificate in the Health Register, signed by the Certifying Surgeon, who shall have power of suspension as regards all persons employed in any such process.

2. *Exhaust draught.*—An efficient exhaust draught shall be applied to every vessel in which an electrolytic chromium process is carried on. Such draught shall be provided by mechanical means and shall operate on the vapour or spray given off in the process as near as may be at the point of origin. The exhaust draught appliance shall be so constructed arranged and maintained as to prevent the vapour or spray entering into any room or place in which work is carried on.

3. *Prohibition relating to women and young persons.*—No women, adolescent or child shall be employed or permitted to work at a bath.

4. *Floor of work-rooms.*—The floor of every room containing a bath shall be impervious to water. The floor shall be maintained in good and level condition and shall be washed down at least once a day.

5. *Protective clothing.*—(1) The occupier of the factory shall provide and maintain in good and clean condition the following articles of protective clothing for the use of all persons employed on any process at which they are liable to come in contact with liquid from a bath and such clothing shall be worn by the persons concerned.

(a) water-proof aprons and bibs, and

(b) for persons actually working at a bath, loose-fitting rubber gloves and rubber boot or other water-proof footwear.

(2) The occupier shall provide and maintain for the use of all persons employed suitable accommodation for the storage and adequate arrangements for the drying of the protective clothing.

6. *Medical requisites.*—The occupier shall provide and maintain a sufficient supply of suitable ointment and impermeable water-proof plaster in a separate box readily accessible to the workers and used solely for the purpose of keeping the ointment and plaster.

7. *Medical examination.*—(a) Every person employed shall be examined by the Certifying Surgeon once in every 14 days and such examination shall take place at the factory.

(b) A Health Register in the prescribed Form No. 20 shall be kept by the occupier of the factory and in it shall be entered the names of all persons employed together with such entries as the Certifying Surgeon may make from time to time.

(c) No person after suspension shall be employed without written sanction from the Certifying Surgeon entered in or attached to the Health Register.

8. *Cautionary placard.*—A cautionary placard in the form specified by the Chief Inspector and printed in the language of the majority of the workers employed shall be affixed in a prominent place in the factory where it can be easily and conveniently read by the workers.

9. *Weekly examination.*—A responsible person appointed in writing by occupier of the factory shall twice in every week inspect the hands and fore-arms of all persons employed and shall keep a record of such inspections in the Health Register.

### SCHEDULE III

#### *Manufacture and repair of electric accumulators*

1. *Savings.*—This schedule shall not apply to the manufacture or repair of electric accumulators or parts thereof not containing lead or any compound of lead; or to the repair on the premises, of any accumulator forming part of a stationery battery.

2. *Definitions.*—For the purposes of this Schedule—

- (a) "Lead Process" means the melting of lead or any material containing lead, casting, plating, lead process involving any manipulation or mixing, or any other abrading or cutting of pasted plates, involving the use, movement or manipulation of, contact with, any oxide of lead.
- (b) "Manipulation of raw oxide of lead" means any lead process involving any manipulation or movement of raw oxides of lead other than its conveyance in a receptacle or by means of an implement from one operation to another.
- (c) "Suspension" means suspension from employment in any lead process by written certificates in the Health Register (Form No. 20) signed by the Certifying Surgeon, who shall have power of suspension as regards all persons employed in any such process.

3. *Prohibition relating to women and young persons.*—No women or young person shall be employed or permitted to work in any lead process or in any room in which the manipulation of raw oxide of lead or pasting is carried on.

4. *Separation of certain processes.*—Each of the following processes shall be carried on in such a manner and under such conditions as to secure effectual separation from one another, and from any other process:—

- (a) manipulation of raw oxide of lead;
- (b) pasting;
- (c) drying of pasted plates;
- (d) formation with lead burning ("tacking") necessarily carried on in connection therewith;

- (e) melting down of pasted plates;
- (f) the grid casting shop.

5. *Air space.*—In every room which a lead process is carried on, there shall be at least 14.2 cubic metres of air for each person employed therein, and in computing this air space no height over 3.7 metres shall be taken into account.

6. *Ventilation.*—Every work-room shall be provided with inlets and outlets of adequate size as to secure and maintain efficient ventilation in all parts of the room.

7. *Distance between workers in pasting room.*—In every pasting room the distance between the centre of the working position of any paste and that of the paster working nearest to him shall not be less than 1.5 metres.

8. *Floor of work-rooms.*—(1) The floor of every room in which a lead process is carried on shall be—

- (a) of cement or similar material so as to be smooth and impervious to water;
- (b) maintained in sound condition;
- (c) kept free from materials, plant, or other obstruction not required for, or produced in, the process carried on in the room.

(2) In all such rooms other than grid casting shops the floor shall be—

- (d) cleansed daily after being thoroughly sprayed with water at a time when no other work is being carried on in the room.

(3) In grid casting shops the floor shall be cleansed daily.

(4) Without prejudice to the requirements of subparagraphs (1), (2) and (3) where manipulation of raw oxide of lead or casting, carried on, the floor shall also be—

- (a) kept constantly moist while work is being done;
- (b) provided with suitable and adequate arrangements for drainage;
- (c) thoroughly washed daily by means of a hose pipe.

9. *Work-benches.*—The work benches at which any lead process is carried on shall—

- (a) have a smooth surface and be maintained in sound condition;
  - (b) be kept free from all materials or plant not required for, or; and all such work-benches other than those in grid casting shops shall
  - (c) be cleaned daily either after being thoroughly damped or by means of a suction cleaning apparatus at a time when no other work and all such work-benches in grid casting shops, shall—
  - (d) be cleaned daily;
- and every work-bench used for pasting shall—
- (e) be covered throughout with sheet lead or other impervious material;
  - (f) be provided with raised edges;
  - (g) be kept constantly moist while pasting is being carried on; and every work-bench used for trimming, brushing, filling or any other abrading or cutting of pasted plates shall—
  - (h) be fitted with a top having opening or grill which shall allow any clippings, filling or dust produced to fall into a collecting trough containing water.

10. *Exhaust draught.*—The following processes shall not be carried on without the use of an efficient exhaust draught—

- (a) melting of lead or materials containing lead;
- (b) Manipulation of raw oxide of lead, unless done in an enclosed apparatus so as to prevent the escape of dust into the work-room;
- (c) pasting;
- (d) trimming, brushing, filing or any other abrading or cutting of pasted plates giving rise to dust;
- (e) lead burning, other than—
  - (i) "tacking" in the formation room;
  - (ii) Chemical burning for the making of lead linings for cell cases necessarily carried on in such a manner that the application of efficient exhaust is impracticable.

Such exhaust draught shall be effected by mechanical means and shall operate on the dust or fume given off as nearly as may be at its point of origin, so as to prevent it from entering the air of any room in which persons work.

11. *Fumes and gases from melting pots.*—The products of combustion produced in the heating of any melting pot shall not be allowed to escape into a room in which persons work.

12. *Container for dross.*—A suitable receptacle with tightly fitting cover shall be provided and used for dross as it is removed from every melting pot. Such receptacle shall be kept covered while in the work-room, except when dross is being deposited therein.

13. *Container for lean waste.*—A suitable receptacle shall be provided in every work-room in which old plates and waste material which may give rise to dust shall be deposited.

14. *Racks and shelves in drying room.*—The racks or shelves provided in any drying room shall not be more than 2.4 metres from the floor not more than 61.00 centimetres in width: provided that as regards racks or shelves set or drawn from both sides the total width shall not exceed 1.2 metres.

Such racks or shelves shall be cleansed only after being thoroughly damped unless an efficient suction cleaning apparatus is used for this purpose.

15. *Medical examination.*—(a) Every person employed in a lead process shall be examined by the Certifying Surgeon within the seven days preceding or following the date of his first employment in such process and thereafter shall be examined by the Certifying Surgeon once in every calendar month, or at such other intervals as may be specified in writing by the Chief Inspector, on a day of which due notice shall be given to all concerned.

"First employment" means first employment in a lead process in the factory or workshop and also re-employment therein a lead process following any cessation of employment in such process for a period exceeding three calendar months.

(b) A Health Register in Form No. 20 containing the names of all persons employed in a lead process shall be kept.

(c) No person after suspension shall be employed in a lead process without written sanction from the Certifying Surgeon entered in or attached to the Health Register.

16. *Protective clothing.*—Protective clothing shall be provided and maintained in good repair for all persons employed in—

- (a) Manipulation of raw oxide of lead;

(b) pasting;

(c) the formation room;

and such clothing shall be worn by the persons concerned. The protective clothing shall consist of a water-proof apron and water-proof footwear; and, also, as regards persons employed in the manipulation of raw oxide of lead or in pasting head coverings. The head coverings shall be washed daily.

17. *Mess room.*—There shall be provided and maintained for the use of all persons employed in a lead process and remaining on the premises during the meal intervals, a suitable mess-room, which shall be furnished with (a) sufficient tables and benches, and (b) adequate means for warming food.

The mess-room shall be placed under the charge of a responsible person, and shall be kept clean.

18. *Cloak-room.*—There shall be provided and maintained for the use of all persons employed in a lead-process—

- (a) a cloak-room for clothing put off during working hours with adequate arrangements for drying the clothing if wet. Such accommodation shall be separate from any mess-room;
- (b) separate and suitable arrangements for the storage of protective clothing provided under paragraph 16.

19. *Washing facilities.*—There shall be provided and maintained in a cleanly state and in good repair for the use of all persons employed in a lead process—

- (a) A wash-place under cover, with either—
  - (i) a trough with a smooth impervious surface fitted with a waste pipe, without plug, and of sufficient length to allow of at least 61.00 centimetres for every five such persons employed at any one time, and having a constant supply of water from tap or jets above the trough at intervals of not more than 61.00 centimetres; or
  - (ii) at least one wash basin for every five such persons employed at any one time, fitted with a waste pipe and plug and having a constant supply of water laid on;
  - (iii) a sufficient supply of clean towels made of suitable materials renewed daily, which supply, in the case of basters and persons employed in the manipulation of raw oxide of lead, shall include a separate marked towel for each such worker; and
  - (iv) a sufficient supply of soap or other suitable cleansing material and of nail brushes.

(b) There shall in addition be provided means of washing in close proximity to the rooms in which manipulation of raw oxide of lead or pasting is carried on if required by notice in writing from the Chief Inspector.

20. *Time to be allowed for washing.*—Before each meal and before the end of the day's work, at least 10 minutes, in addition to the regular meal times, shall be allowed for washing to each person who has been employed in the manipulation of raw oxide of lead or in pasting:

Provided that if there be one basin of 61.00 centimetres of trough for each such person this rule shall not apply.

21. *Facilities for bathing.*—Sufficient bath accommodation at the satisfaction of the Chief Inspector shall be provided for all person engaged in the manipulation of

raw oxide of lead or in pasting, and a sufficient supply of soap and clean towels.

22. *Foods, drinks, etc., prohibited in work-rooms.*—No food, drink, pan and supari or tobacco shall be consumed or brought by any worker into any work-room in which any lead process is carried on.

23. *Storage of lead oxides.*—All bags containing or having contained oxides of lead shall be kept in a closed room used only for this purpose.

24. *Re-use of paper or cloth restricted.*—(a) Paper once used for backing or drying pasted plates shall not be used again in the factory.

(b) Cloth once used for backing or drying pasted plates shall not be stored or handled unless it is moist so as not to give rise to dust.

#### SCHEDULE IV

##### Glass Manufactures

1. *Exemption.*—If the Chief Inspector is satisfied in respect of any factory or any class of process that, owing to the special methods of work or the special conditions in a factory or otherwise, any of the requirements of this Schedule can be suspended or relaxed without danger to the persons employed therein or that the application of this Schedule or any part thereof is for any reason, impracticable, he may by certificate in writing authorise such suspension or relaxation as may be indicated in the certificate for such period and on such conditions as he may think fit.

2. *Definitions.*—For the purposes of this Schedule—

(a) “Efficient exhaust draught” means localised ventilation effected by mechanical means, for the removal of gas, vapour, dust or fumes so as to prevent them (as far as practicable under the atmospheric conditions usually prevailing) from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove smoke generated at the point where such gas, vapour, fume or dust originate.

(b) “Lead Compound” means any compound of lead other than galena which, when treated in the manner described below, yields to an aqueous solution of hydrochloric acid a quantity of soluble lead compound exceeding when calculated as lead monoxide, five per cent. of the dry weight of the portion taken for analysis.

*The method of treatment shall be as follows.*—A weight quantity of the material which has been dried at 100°C and thoroughly mixed shall be continuously shaken for one hour, at the common temperature with 1,000 times its weight of an aqueous solution of hydrochloric acid containing 0.25 per cent. by weight of hydrogen chloride. This solution shall thereafter be allowed to stand for one hour and then filtered. The lead salt contained in the clear filtrate shall then be precipitated as lead sulphide and weighed as lead sulphate.

(c) “Suspension” means suspension from employment in any process specified in paragraph 3 by written certificate in the Health Register Form No. 20 signed by the Certifying Surgeon who shall have power of suspension as regards all persons employed in any such process.

3. *Exhaust draught.*—The following processes shall not be carried on except under an efficient exhaust draught or under such other conditions as may be approved by the Chief Inspector :

- (a) The mixing of raw materials to form a “batch”;
- (b) The drygrinding, glazing and polishing of glass or any article of glass;
- (c) All processes in which hydrofluoric acid fumes or ammoniacal vapours are given off;

(d) All processes in the making of furnace moulds or “pots” including the grinding or crushing of used “pots”;

(e) All processes involving the use of a dry lead compound.

4. *Prohibition relating to women and young persons.*—No woman or young person shall be employed or permitted to work in any of the operations specified in paragraph 3 or at any place where such operations are carried on.

5. *Floor and work-benches.*—The floor and work-benches of every room in which a dry compound of lead is manipulated or in which any process is carried on giving off silica dust shall be kept moist and shall comply with the following requirements :—

The floors shall be—

(a) of cement or similar materials so as to be smooth and impervious to water;

(b) maintained in sound condition; and

(c) cleaned daily after being thoroughly sprayed with water at a time when no other work is being carried on in the room.

The work-benches shall—

(a) have a smooth surface and be maintained in sound condition; and

(b) be cleansed daily either after being thoroughly damped or by means of suction cleaning apparatus at a time when no other work is being carried on thereat.

6. *Use of Hydrofluoric acid.*—The following provisions shall apply to rooms in which glass is treated with hydrofluoric acid :—

(a) There shall be inlets and outlets of adequate size so as to secure and maintain efficient ventilation in all parts of the rooms;

(b) The floor shall be covered with guttapercha and be tight and shall slope gently down to a covered drain;

(c) The work places shall be so enclosed in projecting hoods that opening required for bringing in the objects to be treated shall be as small as practicable; and

(d) The efficient exhaust draught shall be so contrived that the gases are exhausted downwards.

7. *Storage and transport of Hydrofluoric Acid.*—Hydrofluoric acid shall not be stored or transported except in cylinders or receptacles made of lead, or guttapercha.

8. *Food, drinks, etc., prohibited in work-rooms.*—No food, drink, pan and supari or tobacco shall be brought into or consumed by any worker in any room or work-place wherein any process specified in paragraph 3 is carried on.

9. *Protective clothing.*—The occupier shall provide, maintain in good repair and keep in a clean condition for the use of all persons employed in the processes specified in paragraph 3 suitable protective clothing, footwear and goggles according to the nature of the work and such clothing, footwear, etc., shall be worn by the persons concerned.

10. *Washing facilities.*—There shall be provided and maintained in a cleanly state and in good repair for the use of all persons employed in the processes specified in paragraph 3—

(a) a wash place with either—

(i) A trough with a smooth impervious surface fitted with a waste pipe, without plug and of sufficient length to allow of at least 61.00 centimetres for every five such persons employed at any one time, and having a

constant supply of water from taps or jets above the trough at intervals of not more than 61.00 centimetres or

(ii) at least one wash basin for every five such persons employed at any one time, fitted with a waste pipe and plug and having an adequate supply of water laid on or always readily available;

and

a sufficient supply of clean towels made of suitable material renewed duly with a sufficient supply of soap or other suitable cleaning material and of nail brushes:-

and

(b) a sufficient number of stand pipes with taps—the number and location of such stand pipes shall be to the satisfaction of the Chief Inspector.

**11. Medical Examination.**—(a) Every person employed in any process specified in paragraph 3 shall be examined by the Certifying Surgeon within seven days preceding or following the date of his first employment in such process and thereafter shall be examined by the Certifying Surgeon once in every calendar month or at such other intervals as may be specified in writing by the Chief Inspector on a day of which due notice shall be given to all concerned.

(b) A Health Register in Form No. 20 containing the names of all persons employed in any process specified in paragraph 3 shall be kept.

(c) No person after suspension shall be employed in any process specified in paragraph 3 without written sanction from the Certifying Surgeon entered in or attached to the Health Register.

#### SCHEDULE V

##### *Grinding or glazing of metals and processes incidental thereto*

**Definitions.**—For the purposes of this Schedule:—

(a) "Grindstone" means a grindstone composed of natural or manufactured sandstone but does not include a metal wheel or cylinder into which blocks of natural or manufactured sandstone are fitted.

(b) "Abrasive wheel" means a wheel manufactured of bended emery or similar abrasive.

(c) "Grinding" means the abrasion, by aid of mechanical power of metal, by means of a grindstone or abrasive wheel.

(d) "Glazing" means the abrading, polishing or finishing by aid of mechanical power, of metal, by means of any wheel, buff, mop or similar appliance to which any abrading or polishing substance is attached or applied.

(e) "Racing" means the turning up, cutting or dressing of a revolving grindstone before it is brought into use for the first time.

(f) "Hacking" means the chipping of the surface of a grindstone by a hack or similar tool.

(g) "Rodding" means the dressing of the surface of a revolving grindstone by the application of a rod, bar or strip of metal to such surface.

**2. Exception.**—(1) Nothing in the Schedule shall apply to any factory in which only repairs are carried on except any part thereof in which one or more persons are wholly or mainly employed in the grinding or glazing of metals.

(2) Nothing in this Schedule except paragraph 4 shall apply to any grinding or glazing of metals carried on intermittently and at which no person is employed for more than 12 hours in any week.

(3) The Chief Inspector may by certificate in writing, subject to such conditions as he may specify therein,

relax or suspend any of the provisions of this Schedule in respect of any factory if owing to the special methods of work or otherwise such relaxation or suspend any of the special methods of work or otherwise such relaxation or suspension is practicable without danger to health or safety of the persons employed.

**3. Equipment for removal of dust.**—No racing, dry grinding or glazing shall be performed without:—

(a) a hood or other appliance so constructed, arranged, placed and maintained as substantially to intercept the dust thrown off, and

(b) a duct of adequate size, air tight and so arranged as to be capable of carrying away the dust, which duct shall be kept free from obstruction and shall be provided with proper means of access for inspection and cleaning, and where practicable with a connection at the end remote from the fan to enable the Inspector to attach thereto any instrument necessary for ascertaining the pressure of air in the said duct, and

(c) a fan or other efficient means of producing a draught sufficient to extract the dust:

Provided that the Chief Inspector may accept any other appliance that is in his opinion, as effectual for the interception, removal and disposal of dust thrown off as a hood, duct and fan would be.

**4. Restriction on employment on grinding operations.**—Not more than one person shall at a time perform the actual process of grinding or glazing upon a grindstone, abrasive wheel or glazing appliance:

Provided that this paragraph shall not prohibit the employment of persons to assist in the manipulation of heavy or bulky articles at any such grindstone, abrasive wheel or glazing appliance.

**5. Glazing.**—Glazing or other processes, except processes incidental to wet grinding upon a grindstone shall not be carried on in any room in which wet grinding upon a grindstone is done.

**6. Hacking and rodding.**—Hacking or rodding shall not be done unless during the process either—

(a) an adequate supply of water is laid on at the upper surface of the grindstone or (b) adequate appliance for the interception of dust are provided in accordance with the requirements of paragraph 3.

**7. Examination of dust equipment.**—(a) All equipment for the extraction or suppression of dust shall at least once in every six months be examined and tested by a competent person, and any defect disclosed by such examination and test shall be rectified as soon as practicable.

(b) A register containing particulars of such examination and test shall be kept in a form approved by the Chief Inspector.

#### SCHEDULE VI

##### *Manufacture and treatment of lead and certain compounds of lead*

**1. Exemptions.**—Where the Chief Inspector is satisfied that all or any of the provisions of this Schedule are not necessary for the protection of the persons employed, he may by certificate in writing exempt any factory from all or any of such provisions, subject to such conditions as he may specify therein.

**2. Definitions.**—For the purposes of this Schedule:—

(a) "Lead Compound" means any compound of Lead other than galena which, when treated in the manner described below, yield to an aqueous solution of hydrochloric acid, a quantity of soluble lead compound ex-

ceeding, when calculated as lead monoxide, five per cent or the dry weight of the portion taken for analysis. In the case of paints and similar products and other mixtures containing oil or fat the "dry weight" means the dry weight of the material remaining after the substance has been thoroughly mixed and treated with suitable solvents to remove oil, fats, varnish or other media. The method of treatment shall be as follows:—

A weighed quantity of the material which has been dried at 100°C and thoroughly mixed shall be continuously shaken for one hour, at the common temperature with 1,000 times its weight of an aqueous solution of hydrochloric acid containing 0.25 per cent by weight by hydrogen chloride. This solution shall thereafter be allowed to stand for one hour and then filtered. The lead salt contained in the clear filtrate shall then be precipitated as lead sulphide and weighed as lead sulphate.

(b) "Efficient Exhaust draught" means localised ventilation effected by heat or mechanical means, for the removal of gas, vapour, dust or fumes so as to prevent them (as far as practicable under the atmospheric conditions usually prevailing) from escaping into air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove smoke generated at the point where such gas, vapour, fumes or dust originate.

3. *Application.*—This Schedule shall apply to all factories or parts of factories in which any of the following operations are carried on:—

- (a) Work at a furnace where the reduction or treatment of zinc or lead ores is carried on.
- (b) The manipulation, treatment or reduction of ashes containing lead, the desilversing of lead or the melting of scrap lead or zinc.
- (c) The manufacture of solder or alloys containing more than ten per cent of lead.
- (d) The manufacture of any oxide, carbonate, sulphate, chromate, acetate, citrate or saline of lead.
- (e) Handing or mixing of lead tetra-ethyl.
- (f) Any other operation involving the use of a lead compound.
- (g) The cleaning of work rooms where any of the operations aforesaid are carried on.

4. *Prohibition relating to women and young persons:*—No woman or young person shall be employed or permitted to work in any of the operations specified in paragraph 30.

5. *Requirements to be observed.*—No persons shall be employed or permitted to work in any process involving the use of lead compounds if the process is such that dust or fume from a lead compound is produced therein, or the persons employed therein are liable to be splashed with any lead compound in the course of their employment unless the provisions of paragraphs 6 to 14 are complied with.

6. *Exhaust draught.*—Where dust, fume, gas or vapour is produced in the process, provision shall be made for removing them by means of an efficient exhaust draught so contrived as to operate on the dust fume, gas or vapour as closely as possible to the point of origin.

7. *Certificate of fitness.*—A person medically examined under paragraph 8 and found fit for employment shall be granted by a Certifying Surgeon a certificate of fitness in Form No. 30 and such certificates shall be in the custody of the manager of the factory. The certificate shall be kept readily available for inspection by any Inspector and the person granted such a certificate shall carry with him, while at work, a token giving reference to such certificate.

8. *Medical Examination.*—(1) The person so employed shall be medically examined by a Certifying Surgeon within 14 days of his first employment in such process and thereafter shall be examined by the Certifying Surgeon at intervals of not more than three months, and a record of such examinations shall be entered by the Certifying Surgeon in the special certificate of fitness granted under Paragraph 47.

(2) If at any time the Certifying Surgeon is of opinion that any person is no longer fit for employment on that grounds that continuance therein would involve special danger to health, he shall cancel the special certificate of fitness of that person.

(3) No person whose special certificate of fitness has been cancelled shall be employed unless the Certifying Surgeon, after re-examination, again certifies him to be fit for employment.

9. *Food, drinks, etc. prohibited in work-rooms.*—No food, drink, pan and supari or tobacco shall be brought into or consumed by any worker in any work room in which the process is carried on and no person shall remain in any such room during intervals for meals or rest.

10. *Protective clothing.*—Suitable protective overalls and head coverings shall be provided, maintained and kept clean by the factory Occupier and such overalls and head coverings shall be worn by the persons employed.

11. *Cleanliness of work-rooms, tools, etc.*—The rooms in which the persons are employed and all tools and apparatus used by them shall be kept in a clean state.

12. *Washing facilities.*—(1) The occupier shall provide and maintain for the use of all persons employed suitable washing facilities consisting of—

- (a) trough with a smooth impervious surface fitted with a waste pipe without plug and of sufficient length to allow at least 61.00 centimetres for every ten persons employed at any one time and having a constant supply of clean water from taps or jets above the trough at intervals of not more than 61.00 centimetres, or

- (b) at least one wash basin for every ten persons employed at any one time, fitted with a waste pipe and plug and having a constant supply of clean water; together with, in either case, a sufficient supply of nail brushes, soap or other suitable cleansing material and clean towels.

(2) The facilities provided shall be placed under the charge of responsible person and shall be kept clean.

13. *Mess-room or Canteen.*—The occupier shall provide and maintain for the use of the persons employed suitable and adequate arrangements for taking their meals. The arrangements shall consist of the use of a room separate from any work room which shall be furnished with sufficient tables and benches, and unless a canteen serving hot meals is provided, adequate means of warming food. The room shall be adequately ventilated by the circulation of fresh air, shall be placed under the charge of responsible person and shall be kept clean.

14. *Cloak-room.*—The occupier shall provide and maintain for the use of persons employed, suitable accommodation for clothing not worn during working hours and for the drying of wet clothing.

## SCHEDULE VII

*Generation of gas from dangerous petroleum as defined in clause (b) of section 2 of the Petroleum Act, 1934*

1. *Prohibition relating to women and young persons.*—No woman or young person shall be employed or permitted to work in or shall be allowed to enter the building in which the generation of gas from dangerous

petroleum as defined in clause (b) of section 2 of the Petroleum Act, 1934, is carried on.

**2. Flame traps.**—The plant for generation of gas from dangerous petroleum as defined in clause (b) of section 2 of the Petroleum Act, 1934, and associated piping and fittings shall be fitted with at least two efficient flame traps so designed and maintained as to prevent a flash back from any burner to the plant. One of these traps shall be fitted as close to the plant as possible. The plant and all pipes and valves shall be installed and maintained free from leaks.

**3. Generating buildings or room.**—All plants for generation of gas from dangerous petroleum as defined in clause (b) of section 2 of the Petroleum Act, 1934, erected after the coming into force of the provisions specified in this schedule, shall be erected outside the factory building proper in a separate well ventilated building (hereinafter referred to as the "generating building"). In the case of such plant erected before the coming into force of the provisions specified in this schedule there shall be no direct communication between the room where such plants are erected (hereinafter referred to as "the generating room") and the remainder of the factory building. So far as practicable, all such generating rooms shall be constructed of fire resisting materials :

\*Provided that where the Administrator is satisfied in respect of any factory that the plant for generation of gas from dangerous petroleum as defined in clause (b) of section 2 of the Petroleum Act, 1934, is on account of the special precautions adopted or contrivances used for such plant, not likely to expose any persons employed in such factory to any serious risk of bodily injury, the Administrator, may by notification in the Official Gazette exempt such factory wholly or partially from the provisions of this clause for such period and on such conditions as it may specify.

**4. Fire extinguishers.**—An efficient means of extinguishing petrol fires shall be maintained in an easily accessible position near the plant for generation of gas from dangerous petroleum as defined in clause (b) of section 2 of the Petroleum Act, 1934.

**5. Plant to be approved by Chief Inspector.**—Petrol gas shall not be manufactured except in a plant for generating petrol gas the design and construction of which has been approved by the Chief Inspector.

**6. Escape of Petrol.**—Effective steps shall be taken to prevent petrol from escaping into any drain or sewer.

**7. Prohibition relating to smoking etc.**—No person shall smoke or carry matches fire or naked light or other means of producing a naked light or spark in the generating room or building or in the vicinity thereof and a warning notice in the language understood by the majority of the workers shall be posted in the factory prohibiting smoking and the carrying of matches, fire or naked light or other means of producing a naked light or spark in such room or building.

**8. Access to petrol or container.**—No unauthorised person shall have access to any petrol or to a vessel containing or having actually contained petrol.

**9. Electric fittings.**—All electric fittings shall be of flame proof construction and all electric conductors shall either be enclosed in metal conduits or be leadsheathed.

**10. Construction of doors.**—All doors in the generating room or building shall be constructed to open outwards or to slide and no door shall be locked or obstructed or fastened in such a manner that it cannot be easily and immediately opened from the inside while gas is being generated and any person is working in the generating room or building.

**11. Repair of containers.**—No vessel that has contained petrol shall be repaired in a generating room or building and no repairs to any such vessel shall be undertaken unless live steam has been blown into the vessel and until the interior is thoroughly steamed out or other equally effective steps have been taken to ensure that it has been rendered free from petrol or in flammable vapour.

### SCHEDULE VIII

*Cleaning, smoothing, roughening or removing of any part of the surface or articles, by a jet of sand, metal shot, or grit or other abrasive propelled by blast of Compressed air or steam*

(Blasting Regulations)

**1. Definitions.**—For the purposes of this Schedule :—

(a) "Blasting" means cleaning, smoothing, roughening or removing of any part of the surface of any article by the use of an abrasive of a jet of sand, metal shot, or grit or other material, propelled by a blast of compressed air or steam;

(b) "Blasting enclosure" means a chamber, barrel, cabinet or any other enclosure designed for the performance of blasting therein;

(c) "Blasting chamber" means a blasting enclosure in which any person may enter at any time in connection with any work or otherwise;

(d) "Cleaning of castings" where done as an incidental or supplemental process in connection with making of metal castings, means the freeing of the casting from adherent sand or other substance and includes the removal of cores and the general smoothing of a casting but does not include the free treatment.

**2. Prohibition of sand blasting.**—Sand or any other substance containing free silica shall not be introduced as an abrasive into any blasting apparatus and shall not be used for blasting :

Provided further that, no woman or young person shall be employed or permitted to work at any operation of sand blasting.

**3. Precautions in connection with Blasting Operations**

**(1) Blasting to be done in blasting enclosure.**—Blasting shall not be done except in a blasting enclosure and no work other than blasting and any work immediately incidental thereto and clearing and repairing of the enclosure including the plans and appliances situated therein, shall be performed in a blasting enclosure. Every door, aperture and joint of blasting enclosure, shall be kept closed and air tight while blasting is being done therein.

**(2) Maintenance of blasting enclosure.**—Blasting enclosure shall always be maintained in good condition and effective measures shall be taken to prevent dust escaping from such enclosures, and from apparatus connected therewith into the air of any room.

**(3) Provision of separating apparatus.**—There shall be provided and maintained for and in connection with every blasting enclosure, efficient apparatus for separating so far as practicable abrasive which has been used for blasting and which is to be used again as an abrasive, from dust or particles of other materials arising from blasting; and no such abrasive shall be introduced into any blasting apparatus and used for blasting until, it has been so separated :

Provided that, nothing in this sub-paragraph apply, except in the case of blasting chambers, to blasting enclosures constructed or installed before the coming into force of the Rules, if the Chief Inspector is of opinion

that it is not reasonably practicable to provide such separating apparatus.

(4) Provision of ventilating plant.—There shall be provided and maintained in connection with every blasting enclosure efficient ventilating plant to extract, by exhaust draught effected by mechanical means, dust produced in the enclosure. The dust extracted and removed shall be disposed of by such method and in such manner that it shall not escape into the air of any room, and every other filtering or settling device situated in a room in which persons are employed, other than persons attending to such bag or other filtering or settling device, shall be completely separated from the general air of that room in an enclosure ventilized to the open air.

(5) Operation of ventilating plant.—The ventilating plant provided for the purpose of sub-paragraph (4) shall be kept in continuous operation whenever the blasting enclosure is in use whether or not blasting is actually taking place therein, and in the case of a blasting chamber, it shall be in operation even when any person is inside the chamber for the purpose of cleaning.

4. Inspection and examination.—(1) Every blasting enclosure shall be specially inspected by a competent person at least once in every week in which it is used for blasting. Every blasting enclosure; the apparatus-connected therewith and the ventilating plant, shall be thoroughly examined and in the case of ventilating plant, tested by a competent person at least once in every month.

(2) Particulars of the result of every such inspection examination and test shall forthwith be entered in a register which shall be kept in a form approved by the Chief Inspector and shall be available for inspection by any work man employed in or in connection with blasting in the factory. Any defect found on any such inspection, examination or test shall be immediately reported by the person carrying out the inspection examination or test to the occupier, manager or other appropriate person and without prejudice to the foregoing provisions of this Schedule shall be removed without avoidable delay.

(5) Provision of protective helmets, gauntlets and Over alls.—(1) There shall be provided and maintained for the use of all persons who are employed in a blasting chamber, whether in blasting or in any work connected therewith or in cleaning such a chamber, protective helmets of a type approved by a certificate of the Chief Inspector and every such person shall wear the helmet provided for this use whilst he is in the chamber and shall not remove it until he is outside the chamber.

(2) Each protective helmet shall carry a distinguishing mark indicating the person by whom it is intended to be used and no person shall be allowed or required to wear a helmet not carrying his mark or a helmet which has been worn by another person and has not since been thoroughly disinfected.

(3) Each protective helmet when in use shall be supplied with clean and not unreasonably cold air at a rate of not less than six cubic feet per minute.

(4) Suitable gauntlets and overalls shall be provided for the use of all persons while performing blasting or assisting at blasting and every such person shall while so engaged wear the gauntlet and over all provided.

6. Precautions in connection with cleaning and other work.—(1) Where any person is engaged upon cleaning of any blasting apparatus or blasting enclosure or of any apparatus or ventilating plant connected therewith or the surroundings thereof upon any other work in

connecting with any blasting apparatus or blasting enclosure or with any apparatus or ventilating plant. Connected therewith so that he is exposed to the risk of inhaling dust which has arisen from blasting all practicable measures shall be taken to prevent such inhalation.

(2) In connection with any cleaning operation referred to in paragraph 5 and with the removal of dust from filtering or settling devices all practicable measures shall be taken to dispose of the dust in such a manner that it does not enter the air of any room. Vacuum cleaners shall be provided and used wherever practicable for such cleaning operations.

7. Storage accommodation for protective wears.—Adequate and suitable storage accommodation for the helmet, gauntlets and overall required to be provided by paragraph 5 shall be provided outside and conveniently near to every blasting enclosure and such accommodation shall be kept clean. Helmets, gauntlets and overalls when not in actual use shall be kept in this accommodation.

8. Maintenance and cleaning of protective wear.—All helmets, gauntlets, overalls and other protective devices or clothings provided and worn for the purposes of this Schedule, shall be kept in good condition and so far as is reasonably practicable shall be cleaned on every week day in which they used. Where dust arising from the cleaning of such protective clothing or devices is likely to be inhaled, all practicable measures shall be taken to prevent such inhalation. Vacuum cleaners shall, wherever air shall not be used for removing dust from any clothing.

9. Maintenance of vacuum cleaning plant.—Vacuum cleaning plant used for the purpose of this schedule shall be properly maintained.

10. Restrictions in employment of young persons.—(1) No person under 18 years of age shall be employed in blasting or assisting at blasting or in any blasting chamber or in the cleaning of any blasting apparatus or any blasting enclosure or any apparatus or ventilating plant connected therewith or be employed on maintenance or repair work at such apparatus enclosure or plant.

(2) No person under 18 years of age shall be employed to work regularly within twenty feet on any blasting enclosure unless the enclosure is in a room and he is outside that room where he is effectively separated from any dust coming from the enclosure.

11. Power to exempt or relax.—(1) If the Chief Inspector is satisfied that in any factory or any class of factory the use of sand or other substance containing free silica as an abrasive in blasting is necessary for a particular manufacture or process other than the process incidental or supplemental to making of metal casting and that the manufacture or process cannot be carried on without the use of such abrasive or that owing to the special conditions or special method of work of otherwise any requirement of this Schedule can be suspended either temporarily or permanently, or can be relaxed without endangering the health of the persons employed or that application of any of such requirements is for any reason impracticable or inappropriate, he may, with the previous sanction of the State Govt. by an order in writing exempt the said factory or class of factory from such provisions of this Schedule, to such an extent and subject to such conditions and for such period as may be specified in the said order.

(2) Where an exemption has been granted under subparagraph (1) a copy of the order shall be displayed at a notice board at a prominent place at the main entrance or entrances to the factory and also at the place where the blasting is carried on.

**SCHEDULE IX***Liming and tanning of raw hides and skins and Processes incidental thereto*

1. Cautionary notices.—(1) Cautionary notices as to anthrax in the form specified by the Chief Inspector shall be affixed in prominent positions in the factory where they may be easily and conveniently read by the persons employed.

(2) A copy of a warning notice as to anthrax in the form specified by the Chief Inspector shall be given to each person employed when he is engaged, and subsequently if still employed, on the first day of each calendar year.

(3) Cautionary notices as to the effects of chrome on the skin shall be affixed in prominent positions in every factory in which chrome solutions are used and such notices shall be so placed as to easily and conveniently read by the persons employed.

(4) Notices shall be affixed in prominent places in the factory stating the position of the "First Aid" box or cupboard and the name of the person in charge of such box or cupboard.

(5) If any person employed in the factory is illiterate effective steps shall be taken to explain carefully to such illiterate person the contents of the notices specified in paragraphs 1, 2 & 4, and if chrome solutions are used in the factory, the contents of the notice specified in paragraph 3.

2. Protective clothing :—The occupier shall provide and maintain in good condition the following articles of protective clothing.

(a) Water proof footwear, leg coverings, aprons and rubber gloves for persons employed in processes involving contact with chrome solutions including the preparation of such solutions;

(b) Protective footwear, aprons and gloves for persons employed in the handling of hides or skins other than in processes specified in clause (a).

Provided that gloves shall not be required for persons fleshing by hand or where there is no risk of contact with lime, sodium sulphide or other caustic liquor.

3. Washing facilities, mess-room and clock-room :—There shall be provided and maintained in a cleanly state and in good repair for the use of all persons employed.

(a) a trough with a smooth impervious surface fitted with a waste pipe without plug, and of sufficient length to allow at least 61-00 centimeters or every ten persons employed at any one time, and having a constant supply of water from taps or jets above the trough intervals of not more than 61-00 centimeters or;

(b) at least one wash basin for every ten such persons employed at any one time, fitted with a waste pipe and plug and having a constant supply of water; together with, in either case, a sufficient supply of nail brushes, soap or other suitable cleaning materials and clean towels;

(c) a suitable mess-room, adequate for the number remaining on the premises during the meal intervals, which shall be furnished with (1) sufficient tables and benches and (2) adequate means for warming food and for boiling water.

The mess-room shall (1) be separate from any room or shed in which hides or skins are stored, treated or manipulated, (2) be separate from the clock-room and (3) be placed under the charge of a responsible person.

(d) suitable accommodation for clothing not worn during working hours with adequate arrangements for drying the clothing if wet. The accommodation so provided shall be placed under the charge of a responsible person.

4. Food, drinks, etc. prohibited in work rooms.—No food drink, pan and supri or tabocco shall be brought into or consumed by any worker in any work room or shed in which hides or skins are stored, treated or manipulated.

5. First aid arrangements.—The occupier shall—

(a) arrange for an inspection of the hands of all persons coming into contact with chrome solutions to be made twice a week by a responsible person;

(b) Provide and maintain a sufficient supply of suitable ointment and impermeable waterproof plaster in a box readily accessible to the worker and used solely for the purpose of keeping the ointment and plaster.

**SCHEDULE X\****Manufacture of chromic acid or manufacture or recovery of the bichromate of sodium, potassium or ammonium*

1. Definitions.—For the purposes of this schedule :—

(a) "Chrome process" means to manufacture of chromic acid or bichromate of sodium or potassium or ammonium or the manipulation, movement or other treatment of these substances in connection with their manufacture.

(b) "Efficient exhaust draught" means localised ventilation effected by mechanical or other means for the removal of gas, vapour, dust or fumes so as to prevent them from escaping into the air or any place in which work is carried on. No draught shall be deemed efficient which fails to remove smoke generated to the point where such gas, vapour, fumes or dust originate.

(c) "Suspension" means suspension from employment in any of the chrome processes specified by written certificate in the Health Register (Form No. 20) signed by the certifying Surgeon, who shall have power of suspension as regards all persons employed in any such process.

2. Prohibition relating to women and young persons.—No woman or young person shall be employed or permitted to work on any chrome process.

3. Efficient exhaust draught.—The following chrome processes shall not be carried on without the use of an efficient exhaust draught namely :—

(a) grinding;

(b) Sieving;

(c) batch mixing;

(d) concentration.

3A. Separation of certain processes.—The following chrome processes namely :—

(a) grinding of raw materials, and

(b) sieving of raw materials,

shall be carried on in such manner and under such conditions as to secure effectual separation from any other processes.

4. Washing facilities.—(1) Where acidification, sulphate settling or washing, concentration, crystallisation, centrifugation or packing is carried out, there shall be provided close to each worker's station—,

(a) wash places installed for washing hands and feet frequently in running water, and

(b) a container holding at least 20 ounces of 10 per cent. solution of sodium bisulphite or any other suitable reducing agent.

(2) There shall also be provided and maintained in a cleanly state and good repair washing accommodation under cover with a sufficient supply of soap and towels on the scale indicated below :—

At least one tap or stand pipe for every 10 employees and the tap or pipe shall be spaced not less than 1-2 meters apart.

**Note.**—In computing the total number of taps required for the purposes of this rule, the taps or stand pipes as required under clause 5(1) (a) shall be included.

5. Time to be allowed for washing.—Before each meal and before the end of the day's work at least ten minutes, in addition to the regular meal time, shall be allowed for washing, to each person employed in a chrome process.

6. Flooring.—The floor of every work-room shall be :—

(a) of cement or similar other material so as to be smooth and impervious to water and provided with suitable gradient and drainage;

(b) maintained in sound condition and cleaned daily.

7. Medical facilities.—(1) The occupier of the factory shall appoint a qualified medical practitioner who shall examine and treat all workers for chrome ulcerations on the premises at least thrice a week. Records of such examination and treatment shall be maintained in a form approved by the Chief Inspector of Factories and shall be available to the Inspectors for inspection. Medicaments, dressing and other equipment required for such examination and treatment shall be provided by the occupier.

(2) The occupier shall in addition appoint a person trained in first Aid who shall inspect daily the hands feet of all persons employed and shall keep a record of such inspection in a register maintained for the purpose in a form approved by the Chief Inspector of Factories.

(2) The occupier shall also provide and maintain a sufficient supply of suitable ointment and impermeable water-proof plaster in a separate box readily accessible to the workers and used solely for the purpose of keeping the ointment and plaster.

8. Protective equipment.—(1) The occupier shall provide and maintain for the use of all persons employed :—

(a) in grinding, sieving or mixing raw materials, sufficient and suitable respirators (issued separately for each individual) the filtering materials of which shall be renewed daily;

(b) in roasting process, suitable footwear;

(c) in acidification settling concentration, crystallisation, centrifugation or packing suitable aprons and protective coverings for hands and feet.

2. Arrangements shall be made by the occupier for the examination and cleaning of all the protective equipment at the close of each day's work and for the repairs or renewal thereof when necessary.

9. Use of protective equipment.—Every person employed in a chrome process shall make use of the protective equipment provided under rule 8.

10. Cloak room.—There shall be provided and maintained in a clean state and in good repair for the use of all persons employed in any chrome process :—

(a) a cloak-room for street clothing put off during working hours including adequate arrangement for drying such clothing when wet, such accommodation shall be separate from any mess room.

(b) separate and suitable arrangements for the storage of protective clothing provided under paragraph 8.

11. Mess Room.—(1) There shall be provided and maintained for the use of all persons remaining within the premises during the meal intervals a suitable mess-room providing accommodation of at least 0-9 sq. meters per head and furnished with :—

(i) a sufficient number of tables and chairs or benches;

(ii) arrangements for washing utensils;

(iii) adequate means for warming food.

(2) The mess-room shall be placed under the charge of a responsible person, and shall be kept clean.

12. Food drinks, etc., prohibited in work rooms.—No food, drink "pan" "Supari" or tobacco shall be brought or consumed by any worker in any work-room in which chrome process is carried on and no person shall remain in any such room during intervals for meals or rest.

13. Medical examination.—(1) Every person employed in a chrome process shall be examined by the Certifying Surgeon once in every calendar month, or at such other intervals as may be specified in writing by the Chief Inspector on a day of which due notice shall be given to all concerned and such examination shall take place on the factory premises,

(2) Every person employed shall present himself at the appointed time for examination by the certifying Surgeon as provided in clause (1).

(3) A Health Register in Form No. 20 containing the names of all persons employed in a chrome process shall be kept.

(4) No person after suspension shall be employed in chrome process without a written sanction from the certifying Surgeon entered in the Health Register.

14. Fencing of Vessels.—Every fixed vessel, whether pot, pan vat or other structure, containing any dangerous material, and not so covered as to eliminate all reasonable risk of accidents immersion of any portion of the body of a person employed shall be fenced as follows :—

(a) Each such vessel shall, unless its edge is at least 91.4 centimetres the adjoining ground or platform be securely fenced to a height at least 91.4 centimetres above such adjoining ground or platform;

(b) No plank or gang-way shall be placed across or inside any such vessel unless such plank or gang-way is—

(i) at least 45.7 centimetres wide; and

(ii) securely fenced on both sides, either by upper and lower rails to a height of 91.4 centimetres or by other equally efficient means;

(c) If any two such vessels are near each other and the space between them clear of any surrounding brick-work or other work, is either—

(i) Less than 45.7 centimetres in width, or

(ii) is 45.7 or more centimetres in width, but is not securely fenced on both sides to a height of at least 91.4

centimetres secure barriers shall be placed so as to prevent any passage between them.

15. *Cautionary notice*.—A cautionary notice in the form specified by the Chief Inspector and printed in the language of the majority of the workers, employed shall be affixed in a prominent place in the factory where it can be easily and conveniently read by the workers.

16. *Exemption*.—If in respect of any factory the Chief Inspector is satisfied that owing to the exceptional circumstances or the infrequency of the process, or for any other reason, all or any of the provisions of this Schedule are not necessary for the protection of the persons employed in such factory, he may by certificate in writing exempt such factory from all or any of the provisions indicated in such certificate on such conditions as he may specify therein. Such certificate may at any time be revoked by the Chief Inspector without assigning reasons.

#### SCHEDULE XI\*

##### *Manipulation of nitro or amido compounds*

1. *Definitions*.—For the purposes of this schedule—

(a) “Nitro or amido compound” means—

- (i) paranitraniline (Fast Bed B.G. Base),
- (ii) Benzidine (Fast Corinth B. Base),
- (iii) Alpha-Naphthylamine (Fast Farnet B. Base) or
- (iv) Beta-Naphthylamine (Fast Scarcely NB. Base).

(b) Efficient exhaust draught means localised ventilation effected by mechanical means for the removal of dust or fumes so as to prevent them from escaping into the air or any place in which work is carried on. No draught shall be deemed efficient which fails to remove the dust or fumes generated at the point where such dust or fumes originate.

2. *Application*.—This schedule shall apply to all factories or parts of factories in which crushing, grinding, sieving, mixing or filing in respect of into nitro amido compound is carried on.

3. *Prohibition relating to women and young persons*.—No women or young person shall be employed or permitted to work in any operation involving the use of nitro or amido compound or at any place where such operations are carried on.

4. *Mixing and fitting*.—The nitro or amido compounds shall not be required or allowed to be mixed or filled in cartridges by hand except by means of a suitable scoop.

5. *Exhaust draught*.—The operations mentioned in paragraph 2 shall not be carried on without the use of an efficient exhaust draught. Any dust or fumes produced shall be drawn into it and carried on to a dust collecting system.

6. *Medical examination*.—(1) Every person employed in the processes employing the use of nitro or amido compounds shall be medically examined by a Certifying Surgeon within thirty days of his first employment in such process and he shall thereafter be examined by the Certifying Surgeon at intervals of not more than three months and a record of such examination shall be entered by the certifying Surgeon in the certificate of fitness granted under paragraph 7.

(2) If at any time the Certifying Surgeon is of opinion that any person employed is no longer fit for employment on the ground that continuance therein would

involve special danger to health he shall cancel the certificate of fitness granted to that person.

(3) No person whose certificate of fitness has been cancelled shall be re-employed unless the certifying Surgeon after re-examination again certifies him to be fit for employment.

7. *Certificate fitness*.—A person medically examined under paragraph 6 and found fit for employment shall be granted by a certifying Surgeon a certificate of fitness in Form No. 30, with the necessary modifications, and such certificates shall be in the custody of the manager of the factory. The certificate shall be kept readily available for inspection by any Inspector and the person granted such a certificate shall carry with him while at work, a token given reference to such certificate.

8. *Flooring*.—The floor of every work-room where any operation involving the use of nitro or amido compounds is carried on shall be made of cement or similar other material (excluding asphalt, tar or similar other materials which readily absorb or combine with coal-tar derivatives) so as to be smooth and impervious to water and shall be cleaned daily and maintained in sound condition.

9. *Protective equipment*.—(1) The occupier shall provide, maintain in good repair and keep in a clean condition for the use of all persons employed in any operation mentioned in paragraph 2 suitable protective wear for hands, feet and head, suitable aprons or overalls goggles and respirators. The filtering material of the respirators shall be renewed daily.

(2) The protective equipment provided shall be used by the persons concerned while at work.

10. *Washing facilities*.—The occupier shall provide and maintain in a cleanly state and in good repair for the use of all persons employed in any of the processes specified in paragraph 2, a wash place under cover with either.

(a) (i) a trough with a smooth impervious surface fitted with a waste pipe without plug, and of sufficient length to allow at least 61.00 centimetres for every five such persons employed at any one time, and having a constant supply of clean water from taps or jets above the trough at intervals of not more than 61.00 centimetres.

(ii) at least one tap or stand pipe for every five such persons employed at any one time and having a constant supply of clean water, the tap and stand pipe being spaced not less than 1.2 metres and apart;

(b) a sufficient supply of clean towels made of suitable material renewed daily with sufficient supply of nail brushes and soap.

11. *Time to be allowed for washing*.—Before each meal and before the end of the day's work, at least ten minutes, in addition to the regular meal time, shall be allowed for washing to each person employed in any of the processes mentioned in paragraph 2.

12. *Facilities for bathing*.—The occupier shall provide sufficient bath accommodation the satisfaction of the Chief Inspector together with a sufficient supply of soap and clean towels for all persons employed in any of the processes mentioned in paragraph 2.

13. *Provisions of & Sodium sulphite*.—(1) occupier shall provide and maintain in a cleanly state sufficient quantity of 10 per cent solution of sodium bisulphite.

(2) All persons employed shall wash their hands and gloves before taking meals and before leaving the factory on each working day.

**14. Mess-room.**—(1) There shall be provided and maintained for the use of all persons remaining within the premises during the meal intervals, a suitable mess room providing accommodation of at least 0.9 sq. metres per head and furnished with—

- (i) sufficient number of tables and chairs or benches with back rest;
- (ii) arrangements for washing utensils;
- (iii) adequate means for warming foods;
- (iv) adequate quantity of drinking water.

(2) The room shall be adequately ventilated by the circulation of fresh air and placed under the charge of a responsible person and shall be kept clean.

**15. Food, drinks, etc. Prohibited in work rooms.**—No food, drink pan and supari or tobacco shall be brought or consumed by any worker into any work-room in which any of the processes mentioned in paragraph 2 is carried on and no person shall remain in any such room during intervals for meals or rest.

**16. Cloak-room etc.**—There shall be provided and maintained use of all persons employed in any of the processes mentioned in paragraph 2—

- (a) a cloak room for clothing put off during working hours, such accommodation shall be separate from any mess-room;
- (b) separate and suitable arrangement for the storage of protective equipment provided under paragraph 9.

**17. Cautionary placard.**—A cautionary placard in the form specified by the Chief Inspector and printed in the language which majority of the workers employed understand and shall be affixed in a prominent place in the factory where it can be easily and conveniently read by the workers. If any person employed in the factory is illiterate, effective steps shall be taken to explain carefully to such illiterate person the contents of the placard so affixed.

**18. Exemption.**—If in respect of any factory the Chief Inspector of Factories is satisfied that all or any of the provisions of this Schedule are not necessary for the protection of the persons employed in such factory, he may by certificate in writing, exempt such factory from all or any of such provisions, subject to such conditions as he may specify therein. Such certificate may at any time be revoked by the Chief Inspector without assigning any reasons.

#### SCHEDULE XII\*

##### *Manipulation of acids or alkalis*

**1. Definition.**—For the purposes of this schedule, acids or alkalis include sulphuric acid, nitric acid, hydrochloric acid, hydrofluoric acid or carbolic acid or anhydrous liquid ammonia, sodium hydroxide or potassium hydroxide or mixtures thereof.

**2. Application.**—This Schedule shall apply in respect of all factories or any part thereof in which acids or alkalis are manufactured, stored, handled, packed or used.

**3. Flooring.**—The floor of every workroom to which this schedule applies shall be made of impervious, fire-resistant material and shall be so constructed as to prevent collection of acids and alkalis. The surface of such floor shall be smooth and cleaned as often as necessary, and maintained in a sound condition.

**4. Protective equipment.**—(1) The occupier shall when ever so directed by an Inspector provide, maintain in good order and keep in a clean condition for the use of all persons employed in any operation mentioned in para-

graph 2 suitable protective wear for hands and feet, suitable aprons, acid handlers, goggles and suitable respirators.

(2) The protective equipment provided shall be used by the person concerned while at work.

**5. Water facilities.**—Where any of the operations mentioned in paragraph 2 is carried on, there shall be provided close to the place of such operation, a source of water at a height of 2.1 metres secured from a pipe of 2.5 centimetre diameter and fitted with a quick acting valve so that in case of injury to the worker by acid or alkalis, the injured part can be thoroughly flooded with water.

**6. Cautionary Notice.**—A cautionary notice in the following form and printed in the language which majority of the workers employed understand, shall be affixed prominently close to the place where any of the operations mentioned in paragraph 2 is carried on and where it can be easily and conveniently read by the workers. If any worker is illiterate, effective steps shall be taken to explain carefully to him contents of the notice so affixed:—

#### CAUTIONARY NOTICE DANGER

Acids and Alkalies cause severe burns and vapours thereof may be extremely hazardous. In case of contact, immediately flood the part affected with plenty of water for at least 15 minutes.

**7. Transport.**—(a) Acids or alkalis shall not be filled, moved or carried except in containers, including crates of sound construction and of sufficient strength.

(b) Containers having a capacity of 11.4 litres of acid or alkalis shall be placed in a receptacle or crate and then carried by more than one person at a height below the waistline unless a suitable rubber-wheeled truck is used for the purpose.

**8. Device for handling acids or alkalis.**—(a) Suitable tilting or lifting device shall be used for emptying jars and carboys containing acids.

(b) Alkalies shall not be handled by bare hands but by means of a suitable scoop.

**9. Opening of valves.**—Valves fitted to containers holding acid or alkali which do not work freely shall not be forced open. They shall be opened by a worker suitably trained for the purpose.

**10. Cleaning tanks, stills, etc.**—In cleaning out for removing residues from stills or other large chambers used for holding acids wooden implements shall be used to prevent production of arseniuretted hydrogen (arsine).

**11. Storage.**—Acids shall not be stored in any room used for storing, turpentine, carbides, metallic powders and combustible materials.

**12. Fire extinguishers.**—An adequate number of a suitable type of fire extinguishers shall be placed near each acid storage which shall be regularly tested and refilled. Clear instructions as to how the extinguishers should be used printed in the language which majority of workers employed understand shall be affixed near each extinguisher.

**13. Exemption.**—If in respect of any factory on an application made by the manager, the Chief Inspector is satisfied that owing to the exceptional circumstances or the infrequency of the process, or for any other reason, all or any of the provisions of this Schedule are not necessary for the protection of the persons employed in such factory, he may, by certificate in writing, exempt such factory from all or any of the provisions indicated in such certificate on such conditions as he may specify therein. Such certificate may, at any time, be revoked by the Chief Inspector.

## SCHEDULE XIII

Manufacture of bangles and other articles from cinematograph film and toxic and inflammable solvents.

1. *Definitions.*—For the purposes of this Schedule.—  
(a) toxic and inflammable solvents mean.—(i) solvents like acetone, tetrachlorethane, alcohol, denatured spirit, phenol, anylacetate, butyle, acetate, diacetone, alcohol and such other substances which in the opinion of the Chief Inspector are toxic and inflammable;

(ii) "bangle polish" and "bangle mixture" and such other solvents, by whatever tradename they are known, used in the manufacture of bangles and other articles from cellulose films.

(b) "suspension" means suspension from employment in any processes in which toxic and inflammable solvents are used, by written certificates, in the Health Register signed by the Certifying Surgeon, which shall have the power of suspension as regards all persons employed in any such process.

(c) "approval" means approved by the Chief Inspector.

(d) "first employment" means first employment in any manufacturing process referred to in this schedule and also re-employment in such manufacturing process following any cessation of employment for a continuous period of three calendar months.

2. *Application.*—This schedule shall apply in respect of all factories or any part thereof in which the process of manufacture of bangles and other articles from cinematograph film or from toxic and inflammable substances or from both (hereinafter referred to as the said manufacturing process) is carried on.

3. *Prohibition relating to employment of women and young persons.*—No women or young person shall be employed or permitted to work in any room in which any of the said manufacturing processes is carried out or in any room in which toxic or inflammable substances or both are stored or treated.

4. *Medical Examination.*—(1) No person shall be less he has been examined by the Certifying surgeon within seven days preceding his first employment and certified fit for such employment.

(2) No person shall be employed in any of the said manufacturing processes unless he is re-examined by the Certifying Surgeon at least once during each calendar month or at such intervals as may be specified in writing by the Chief Inspector.

(3) The Certifying Surgeon shall examine persons employed in any of the said manufacturing processes by giving due notice to all concerned.

(4) A Health Register in Form No. 20 containing the names of all workers employed in any of the said manufacturing processes shall be kept.

(5) No person after suspension shall be employed without written sanction from the Certifying Surgeon entered in or attached to the Health Register.

5. *Protective clothing.*—Protective clothing shall be provided and maintained in good repair for all workers employed in the factory and such clothing shall be worn by the workers concerned. The protective clothing shall consist of a suitable apron and if so required by the Chief Inspector, head-coverings provided in that behalf. The head-coverings so provided shall be washed daily.

6. *Ventilation.*—Every workroom in which cinematograph film or toxic inflammable solvents or both are

handled or manipulated or used shall be provided with inlets and outlets of adequate size so as to secure and maintain efficient ventilation in all parts of the room during working hours :

Provided that the preparation of "cylinders" from cinematograph film and toxic and inflammable solvents, cutting of such cylinders into bangles and heat treatment of the bangles shall be carried out in an open space under cover, unless specially exempted by the Chief Inspector.

7. *Drying of cinematograph film.*—(1) Drying of cinematograph film shall not be done except under such condition as will prevent the cinematograph film from coming into contact or proximity with any source of heat or heated surface in such a manner as would render the cinematograph film liable to be ignited or decomposed.

(2) Loose unwound cinematograph film shall be enclosed during drying in such a manner that a person in a room will be protected as far as practicable an outburst of flame.

(3) The temperature in any part of a drying enclosure for loose unwound cinematograph film other than a safety acetate film shall not at any time exceeding 110°F. A thermometer shall be kept available in every room in which such drying is done.

(4) Boiling of raw films either alone or in conjunction with other chemicals or heating of bangles and other articles made of films shall be carried out in an open space.

(5) A sufficient number of buckets filled with water shall be provided near the places where bangles are subjected to heat treatment.

8. *Storage of raw materials.*—(i) Each roll or package of cinematograph film used in any of the said manufacturing process, shall except when required to be exposed for the purposes of the work carried on, be kept in a separate box, properly closed and constructed of metal or other approved metal.

(ii) Without prejudice to the Cinematograph Film Rules, 1948, and other Rules in force, all cinematograph film not being actually used or manipulated shall be kept in a room or chamber or similar enclosure approved by the Chief Inspector. Toxic and inflammable solvents stocks shall be stored in approved place or containers.

9. *Disposal of waste films.*—(i) All waste and scrap of cinematograph film shall be collected at frequent intervals during each day and be placed in strong metal receptacles fitted with self-closing lids and clearly marked with words "Film Waste".

(ii) No material liable to ignite spontaneously nor anything likely to ignite or decompose cinematograph film shall be placed in the receptacle.

(iii) At the end of each day's work waste and scrap films shall be either transferred to a store room or removed from the premises.

(iv) Waste films and shavings shall be destroyed by burning in an open place under controlled conditions. They shall not be allowed to be thrown or scattered in or about the premises of the factory.

10. *Prohibition for smoking.*—(i) No person shall be allowed to smoke in any room in which cinematograph film is manipulated, used or stored.

(ii) No open fire or light or any smoking materials or matches not anything likely to ignite or decompose cinematograph film shall be allowed in any store room or in any room, in which cinematograph film or toxic inflammable solvents or both are stored, manipulated or used :

Provided that the Chief Inspector may permit the use of a coal sigree in the heat treatment of bangles subject to such conditions as he may specify in writing.

11. *Caution with regard to electrical installation.*—All electrical installation and fittings shall be of flame-proof type.

12. *Floor of workroom.*—The floor of every workroom in which any of the said manufacturing processes are carried on shall be—

- (a) of cement or similar material so as to be smooth and impervious to water;
- (b) maintained in sound condition;
- (c) kept free from materials, plant or other obstruction not required for, or produced in, the process carried on in the room;
- (d) cleaned daily after being thoroughly sprayed with water at a time when no other work is being carried on in the room.

13. *Time to be allowed for washing.*—Before each meal and before the end of the day's work, at least ten minutes in addition to the regular meal times, shall be allowed for washing to each person who has been employed in any of the said manufacturing processes.

14. *Washing facilities.*—There shall be provided and maintained in a cleanly state and in good repair for the use of all persons a wash place under cover, with either—

- (i) a trough with a smooth impervious surface fitted with a waste pipe, without plug, and of sufficient length to allow of at least 61.00 centimetres for every five such persons employed at any one time and having a constant supply of water from taps or jets above the trough at intervals of not more than 61.00 centimetres; or
- (ii) at least one wash basin for every five such persons employed at any one time fitted with a waste pipe and plug and having a constant supply of water laid on; and
- (iii) a sufficient supply of clean towels made of suitable material which shall be renewed daily, which supply if so required by the Inspector, shall include a separate marked towel for each such worker; and
- (iv) a sufficient supply of soap or other suitable cleansing material and of nail brushes.

15. *Facilities for bathing.*—The Chief Inspector may require any factory occupier to provide sufficient bath accommodation for all persons engaged in all or in any of the said manufacturing processes and also sufficient supply of soap and clean towels.

16. *Cloak room.*—If the Chief Inspector so requires, there shall be provided and maintained for the use of persons employed in any of the said manufacturing processes,

- (a) a cloak room for clothing put off during working hours with adequate arrangements for drying the clothing, if wet;
- (b) separate and suitable arrangements for the storage of protective clothing provided under paragraph 5.

17. *Food, drinks, etc. prohibited in workrooms.*—No food, drink, pan and supari or tobacco shall be consumed or brought by any worker into any workroom in which any of the said manufacturing processes is carried on.

18. *Mess-room.*—If Chief Inspector so requires, there shall be provided and maintained for the use of all persons employed in the factory and remaining on the pre-

mises during the meal intervals, a suitable mess-room, which shall be furnished with—

- (a) sufficient tables and benches; and
  - (b) adequate means for warming food.
- The mess shall be placed under the charge of a responsible person and shall be kept clean.

19. *Fire fighting appliances.*—(i) Adequate means for extinguishing fires having regard to the amount of celluloid present in the room at any one time shall be kept constantly provided for each work room and store-room.

- (2) The fire-fighting appliances shall be maintained in a good condition and kept in a position which is easily accessible.

20. *Means of escape in case of fire.*—Adequate means of escape in case of fire shall be provided in every room in which cinematograph film is manipulated, used or stored and the means of escape shall not be deemed adequate unless—

- (a) at least two separate exits are provided from every such room and two safe ways of escape from the building are available for all persons employed in the factory, and
- (b) all doors and windows provided in connection with the means of escape are constructed to open outwards readily.

21. *Cautionary notices.*—(i) Cautionary notices explaining the dangers to which workers are exposed due to any of the said manufacturing processes being carried shall be affixed in prominent positions in the factory where they may be easily and conveniently read by the persons employed. The said notices shall be printed in the languages understood by the majority of workers employed in the factory.

- (ii) If any person employed in the factory is illiterate, effective steps shall be taken to explain carefully to such illiterate person the contents of the notices.

2. *Exemption.*—If in respect of any factory the Chief Inspector is satisfied that owing to the exceptional circumstances or infrequency of the process or for any other reason, all or any of the provisions of this Schedule are not necessary for the protection of the persons employed in the factory, he may, by a certificate in writing exempt such factory from all or any of the provisions on/such condition as he may specify therein. Such certificate may at any time be revoked by the Chief Inspector without assigning any reasons.

#### "SCHEDULE XIV

#### PROCESSES INVOLVING MANUFACTURE, USE OR EVOLUTION OF CARBON DISULPHIDE AND HYDROGEN SULPHIDE

1. *Definitions.*—For the purposes of this Schedule—

- (a) (i) "breathing apparatus" means a helmet of face piece with necessary connections by means of which the person using it in a poisonous, asphyxiating or irritant atmosphere breathes ordinary air, or
- (ii) any other suitable apparatus approved in writing by the Chief Inspector;

(b) "churn" means the vessel in which the prepared cellulose pulp is treated with carbon disulphide;

(c) "dumping" means the drawing off of molten sulphate from the sulphur pots in the process of manufacture of carbon disulphide;

(d) "efficient exhaust draught" means localised ventilation effected by mechanical means for the removal of gas or vapour, so as to prevent it as far as practicable from escaping into the air of any occupied room. No draught shall be deemed to be efficient if it fails to remove smoke generated at the point where such gas or vapour originates;

(e) "fume process" means any process in which carbon disulphide or hydrogen sulphide is produced, used or given off;

(f) "life-belt" means a belt made of leather or other suitable material which can be securely fastened round the body with a suitable length of rope attached to it each of which is sufficiently strong to sustain the weight of a man;

(g) "suspension" means suspension from employment in any fume process by written certificate in the Health Register (Form No. 20) signed by the Certifying Surgeon, who shall have power of suspension as regards all persons employed in any such process.

**2. Prohibition relating to employment of woman and young person.**—No woman or young person shall be employed or permitted to work in any fume process or in any room in which any such process is carried on.

**3. Efficient exhaust draught and supply of fresh air.**—(1) No churn shall be opened unless it has been previously subjected to an efficient exhaust draught so that when the churn is opened the concentration of carbon disulphide in the working room does not exceed 20 parts per million and no worker shall be allowed to introduce his head inside the churn or enter it unless the concentration of carbon disulphide fumes inside the churn is 20 parts per million or less and unless the exhaust draught arrangement is continued so as to reduce the concentration of carbon disulphide to 20 parts per million or less so long as the worker or his head is inside the churn.

(2) Hydrogen sulphide or carbon disulphide evolved in any room where any fume process is carried on shall be removed by an efficient exhaust draught.

(3) When the ventilation apparatus normally required in connection with the process referred to in clause (2) is ineffective or is stopped for any purpose whatever work in the said room which is not carried on mechanically without the presence of any person, shall not be carried on and the worker shall be made to leave the room as soon as possible but in any case not later than 15 minutes after such an occurrence;

Provided that any person wearing a breathing apparatus may be allowed to remain in the said workroom.

**Explanation.**—The Chief Inspector of Factories may determine what constitutes normal ventilation apparatus in any given case on the representation duly made by the manager.

(4) In a room where any process is carried on so that irritant or offensive fumes are emitted there shall be provided suitably placed inlets of sufficient area for the supply of fresh air to the room.

**4. Air analysis.**—(1) Air analysis for the measurement of concentration of carbon disulphide and hydrogen sulphide shall be carried out every 8 hours or at such intervals as may be directed by the Chief Inspector at places where fume process is carried on and the result of such analysis shall be recorded in a register specially maintained for this purpose.

(2) If the concentration of either carbon disulphide or hydrogen sulphide exceeds 20 parts per million, the

manager shall report the concentration reached and the duration of such concentration to the Chief Inspector. The report shall state the reasons for such increase.

(3) On receipt of such information, the Chief Inspector may direct the manager to take such measures as he may specify in that behalf and it shall be the duty of the manager to comply with such directions.

**5. Electric fittings in carbon disulphide fume process room except the spinning room.**—All electric fittings in a room in which a fume process evolving carbon disulphide is carried on, other than a spinning room, shall be of flame-proof construction and all electric conductors shall either be enclosed in metal conduits or be lead sheathed.

**6. Washing facilities.**—The occupier shall provide and maintain in a clean state and in good repair, for the use of all persons employed in a fume process, wash place under cover with at least one tap or stand pipe, having a constant supply of clean water for every five such persons, the taps or standpipes being spaced not less than 1.2 meters feet apart with a sufficient supply of soap and clean towels.

**7. Protective equipment.**—(1) The occupier shall provide, maintain in good repair and keep in clean condition protective clothing and other equipment as specified in the table below :—

TABLE

Process	Protective clothing and other equipment
(i) Dumping .. ..	Overalls, face, shields, gloves & footwear; all made of suitable material.
(ii) Spinning .. ..	Suitable aprons and gloves.
(iii) Processes involving or likely to involve contact with viscose solution .. ..	Suitable gloves and footwear.
(iv) Any other process ..	Protective clothing and equipment as may be directed by the Chief Inspector of Factories by an order in writing.

(2) The occupier shall make arrangements for the examination and cleaning of all the protective equipment at the close of each day's work and for the repair or replacement thereof when necessary.

**8. Use of protective equipment.**—Every person shall use the protective equipment provided to him under paragraph 7.

**9. Storage of protective equipment.**—A suitable room, rooms or lockers shall be provided exclusively for the storage of all the protective equipment supplied to employees and no such equipment shall be stored at any place other than the room, rooms or lockers so provided.

**10. Mess room.**—There shall be provided and maintained for the use of all the persons remaining within the premises during the meal intervals, a suitable mess room providing accommodation of at least 0.9 sq. metres per head and furnished with,

(a) a sufficient number of tables and chairs or benches with back rests.

- (b) an arrangement for washing hands and utensils, and \*
- (c) adequate means for warming food.

(2) the mess room shall be kept under the charge of a responsible person and shall be kept clean.

**11. Prohibition relating to smoking etc. in carbon disulphide fume process room.**—No person shall smoke or carry matches, fire or naked light or other means of producing a naked light or spark in a room in which fume process producing carbon disulphide is caused and notice in the language understood by the majority of the workers shall be posted in the factory prohibiting smoking and carrying of matches, fire or naked light or other means of producing naked light or spark into such room :

Provided that fire naked light or other means of producing naked light or spark may be carried in such room only when required for the purposes of the process itself under the direction of a qualified supervisor.

**12. Prohibition to remain in fume process room.**—No person during his intervals for meals or rest shall remain in any room wherein fume process is carried on.

**13. Medical Examination.**—(1) Every person employed in a fume process shall be examined by the Factory Medical Officer once in every 6 months and by the Certifying Surgeon once in every 12 months or at such other intervals as may be specified in writing by the Chief Inspector on a date or dates of which due notice shall be given to all such persons and such examination shall take place on the factory premises.

(2) Every person employed in a fume process shall present himself at the appointed time for such examination.

(3) A Health Register containing the names of all the person employed in a fume process shall be kept in Form No. 20.

(4) No person, after suspension, shall be employed in a fume process without the written sanction of the Certifying Surgeon entered in the Health Register.

**14. Breathing apparatus and measures.**—(1) There shall be provided in every factory where fume process is carried on, sufficient supply of—

- (a) a breathing apparatus,
- (b) Oxygen and suitable means of its administration; and
- (c) life belts.

(2) (i) The breathing apparatus and other appliances shall—

- (a) be maintained in good condition and kept in an ambulance room or in some other place so as to be readily available, and
- (b) be thoroughly inspected once every month by a competent person appointed in writing by the occupier.

(ii) A record of the condition of the breathing apparatus and other appliances shall be entered in a book provided for that purpose which shall be produced when required by an Inspector.

(3) Sufficient number of workers shall be trained and given a periodic refresher course in the use of breathing apparatus and respirators and artificial respiration so that at least 2 such trained persons would be available in each fume process room during all the working hours of the factory.

(4) Respirators shall be kept properly labelled in clean dry light proof cabinets and if liable to be affected by fumes, shall be protected by suitable containers. Respirators shall be dried after use and shall be periodically disinfected.

**15. Cautionary placard and instructions.**—Cautionary placards in the form specified by the Chief Inspector and printed in the language of the majority of the workers employed shall be affixed in prominent places in the factory where they can be easily and conveniently read by the workers and arrangements shall be made by the occupier to instruct periodically all workers employed in a fume process regarding the health hazards connected with their duties and the best preventive measures and method to protect themselves.

**16. Exemption.**—If in respect of any factory department or departments, the Chief Inspector is satisfied that all or any of the provisions of this Schedule are not necessary for the protection of the persons employed in such department or departments, he may, by certificate in writing exempt such department or departments from all or any of such provisions subject to such conditions as he may specify therein. Such certificate may at any time be revoked by the Chief Inspector without assigning any reasons.

#### \*SCHEDULE XV

##### *Manufacture and Manipulation of Dangerous Pesticides*

**1. Definitions.**— For the purpose of this Schedule—

- (a) "Pesticides" means agents used for the purpose of destroying or arresting the growth or increase of harmful organisms;
- (b) "dangerous pesticides" means pesticides or mixtures of such pesticides as are included in the list of dangerous pesticides in Appendix I attached to this Schedule;
- (c) "Suspension" means suspension from employment in any process in which a dangerous pesticides is used by written certificate in the Health Register (Form No. 20) signed by the certifying surgeon, who shall be competent to suspend all persons employed in such process;
- (d) "first employment" means first employment in any manufacturing process referred to in this Schedule and also re-employment, in such manufacturing process following any cassation of employment for a continuous period exceeding three calendar months;
- (e) "efficient exhaust draught" means localised ventilation effected by mechanical means, for the removal of gas, vapour, dust or fumes so as to prevent them from escaping into the air of any place in which work is carried on. No draught shall be deemed efficient which fails to remove smoke generated at the point where such gas, vapour, fume or dust originates;
- (f) "manipulation" includes mixing, blending, filling, emptying, packing, handling or using of a dangerous pesticides.

**2. Application.**—This schedule shall apply in respect of all factories or any part thereof in which the process of manufacture or manipulation of a dangerous pesticide (hereinafter referred to as "the said manufacturing process") is carried on.

**3. Cautionary Placard.**—A cautionary placard in the form specified in Appendix II attached to this schedule

and printed in the language understood by the majority of the workers employed shall be affixed in prominent place frequented by them. In the factory where the placards can be easily and conveniently read by the workers arrangement shall be made by the occupier to instruct periodically all workers employed in the said manufacturing process regarding the health hazards connected with it and methods to protect themselves.

**4. Prohibition relating to employment of women and young persons.**—No woman or young person shall be employed or permitted to work in any room in which the said manufacturing process is carried on or in any room in which a dangerous pesticide is stored.

**5. Air space.**—In every room in which the said manufacturing process is carried on, there will be at least 500 cubic feet of air space, excluding any space occupied by machinery equipped or any other articles, for every person employed therein and in computing this air space, no height over 12 feet shall be taken into account.

**6. Prohibition of the said manufacturing process without efficient exhaust draught.**—The said manufacturing process shall not be carried on without the use of efficient exhaust draught when—

- (a) a container holding a dangerous pesticide is emptied, or
- (b) a dangerous pesticide is introduced into a container tank hopper to machine or filled in small sized packings, or
- (c) a powder or a liquid is prepared from a dangerous pesticide, or
- (d) a dangerous pesticide is blended, unless the process is completely enclosed.

**7. Floor of workroom.**—The floor of every workroom in which the said manufacturing process is carried on shall be :—

- (a) of cement of similar material so as to be smooth and impervious to water,
- (b) maintained in sound condition,
- (c) sloping and provided with gutters for adequate drainage, and
- (d) thoroughly washed daily by means of hose pipe.

**8. Work Benches.**—The work benches at which a dangerous pesticide is manipulated shall—

- (a) have a smooth surface and be of non-absorbent material preferably of stainless steel, and
- (b) be cleaned daily.

**9. Waste.**—(a) A suitable receptacle with tightly fitting cover shall be provided and used for depositing waste like cloth, paper or other materials soiled with a dangerous pesticides.

(b) All such contaminated waste shall be destroyed by burning at least once a week.

**10. Empty containers used for dangerous pesticides.**—Such containers shall be destroyed or thoroughly cleaned of their contents and treated with an inactivating agent before being discarded.

**11. Manual handling.**—A dangerous pesticide shall not be required or allowed to be manipulated by hand except by means of a long handled scoop.

**12. Protective clothing.**—(1) Protective clothing shall be provided and maintained in good repair for all workers and such clothing shall be worn by the workers concerned. The protective clothing shall consist of—

- (a) long pants and shirts or overalls with long sleeves and head coverings, and
- (b) rubber gloves, gum boots, rubber aprons, chemical safety goggles and respirators.

Provided that where the pesticide contains oil, the rubber gloves, bolts, and aprons shall be synthetic rubber.

(2) Where the worker has to handle a dangerous pesticide—

- (a) containing phosphorous or nicotine the protective clothing shall be washed daily both inside and outside, and if the protective clothing mentioned in clause (a) of sub paragraph (2) is soiled with such pesticides it shall be changed immediately; and
- (b) not containing phosphorous or nicotine the protective clothing mentioned in clause (a) of sub paragraph (1) shall be washed frequently.

**13. Medical examination.**—(1) (a) No person shall be employed in the said manufacturing process unless he has been examined by the Certifying Surgeon within seven days preceding his first employment and certified fit for such employment.

(b) No person shall be employed in the said manufacturing process unless he is re-examined by the Certifying Surgeon at least once in every three calendar months.

(c) The Certifying Surgeon shall examine persons employed in the said manufacturing process by giving due notice to all concerned.

(d) A Health Register in Form 20 containing the names of all workers employed in the said manufacturing process shall be kept.

(e) No person after suspension shall be employed without written sanction from the Certifying Surgeon entered in or attached to the Health Register.

(2) The Chief Inspector may order any suitable clinical test or tests to be carried out in respect of the workers employed in any factory where the said manufacturing process is carried on at such intervals as he deems fit.

**14. Medical Facilities.**—(1) The occupier shall engage a qualified medical practitioner who shall examine and if necessary, treat on the premises of the factory all workers who handle dangerous pesticides for effects of excessive absorption at least once a week. The occupier shall also make necessary arrangement to ensure quick availability of a qualified medical practitioner in emergency cases.

(2) Medicaments including antidotes and other equipment necessary for treatment of excessive absorption of a dangerous pesticide shall be provided by the occupier.

(3) Records of such examinations and treatments shall be maintained in such form as may be approved by the Chief Inspector and shall be made available to Inspectors for Inspection.

**15. Time allowed for washing.**—Before each meal and before the end of the days' work, at least 10 minutes in addition to the regular rest interval, shall be allowed for washing to each person who has been employed in the said manufacturing process.

**16. Washing and bathing facilities.**—(1) There shall be provided and maintained in cleanly state and in good

repair for the use of all persons employed adequate washing and bathing places having a constant supply of water under cover at the rate of one such place for every 5 person employed.

(2) The washing places shall have stand pipe spaced at intervals of not less than three feet.

(3) Not less than one half of the total number of washing places shall be provided with bath rooms.

(4) Sufficient supply of clean towels made of suitable material shall be provided.

Provided that such towels shall be supplied individually or each worker if so ordered by the Inspector.

(5) Sufficient supply of soap and nail brushes shall be provided.

17. *Food, Drinks, etc. prohibited in work rooms.*—No food, drinks, pan supari or tobacco shall be consumed or brought by any worker into any workroom in which the said manufacturing process is carried on.

18. *Cloak room.*—There shall be provided and maintained for the use of persons employed in the said manufacturing process :—

(a) A cloak room for clothing put off during working hours with adequate arrangements for drying clothing if wet; and

(b) Separate and suitable arrangements for the storage of protective clothing provided under paragraph 12.

19. *Mess Room.*—There shall be provided and maintained for the use of all persons employed in the factory and remaining on the premises during the rest intervals, a suitable mess room which shall be furnished with—

(a) sufficient tables and benches;

(b) adequate means for warming food.

The mess room shall be placed under the charge of responsible person and shall be kept clean.

20. *Exemption.*—If in respect of any factory the Chief Inspector is satisfied that owing to the exceptional circumstances or infrequency of the process, or for any other reason all or any of the provisions of this schedule are not necessary for the protection of the persons employed in the factory, he may, by a certificate in writing exempt such factory, from all or any of the provisions, on such condition as he may specify therein. Such certificate may, at any time be revoked by the Chief Inspector.

21. *Manipulation not to be undertaken.*—Manipulation of pesticide other than those maintained in Appendix I of the Schedule shall not be undertaken in any factory unless a certificate regarding its dangerous nature or otherwise is obtained from the Chief Inspector.

#### APPENDIX I

##### *List of Dangerous Pesticides*

Parthion.  
Diazemon.  
Hexaethyl Tetraphosphate.  
Tetra ethyl phosphophosphate.  
Tetra ethyl distriopyrophosphate.  
Demeton (Systex).  
Scheidan (OMPH).  
Para-Oxon (E. 600).  
Methyl Parathion.  
Dimefox.  
Sulphotepp.  
EPN.  
Nicotine or its compounds.  
Mercury compounds.  
Methyl Bromide.

Cyanides.  
Chloridane.  
Endrin.  
Aldrin.  
Dieldrin.  
Texaphane.  
Dinitro-o-cresol.  
Arsenical compounds.  
Cryolits.  
Pentachlorophenol.

#### APPENDIX II *Cautionary Placard*

1. Pesticides are generally poisonous substance.
2. Therefore in rooms where these are handled—
  - (a) do not chew, eat, drink or smoke and keep food or drink away from pesticides.
  - (b) Use the protective wear supplied e.g. gloves, aprons, clothes, etc.
3. Either before meals or when any part of the body has come contact with the pesticides, wash with soap and water;
4. Before leaving the factory, take a bath and change your clothing.
5. Do not use any container that has contained a pesticide as a pot for food or drink.
6. Do not handle any pesticide with bare hands but use a handled scoop.
7. Avoid spilling of any pesticide on body, floor or table.
8. Maintain scrupulous cleanliness of body and clothing and of you surroundings.
9. In the case of sickness like nausea, vomiting or giddiness, inform the manager who will make necessary arrangements for treatment.

#### \*6 SCHEDULE XVI

##### COMPRESSION OF OXYGEN AND HYDROGEN PRODUCED BY THE ELECTROLYSIS OF WATER

1. The room in which electrolyser plant is installed shall be separate from the plant for storing and compressing the oxygen and hydrogen and also the electric generator room.

(2)(1) The purity of oxygen and hydrogen shall be tested by a competent person at hourly intervals at the following points :—

- (a) in the electrolyser room;
- (b) at the gas holder inlet; and
- (c) at the suction and of the compressor.

Provided that, if the compression unit and the gas holder inlets are fitted with automatic oxygen-in-hydrogen or Hydrogen-in-Oxygen purity indicating instruments, which trips the supply to the driving motors in the event of the purity dropping below 98 per cent testing of gas at hourly intervals at these two points shall not be necessary.

(2) The purity figures shall be entered and signed by the person carrying out such tests in the register.

(3) The Oxygen and hydrogen gases shall not be compressed, if their purity as determined under paragraph 2 above falls below 98% at any time.

(4) There shall be at least two gas holders for each kind of gas compressed and the gas holders for the same gas shall be provided with suitable arrangements to ensure that no gas holder is connected to the com-

pressor and to the electrolyser at the same time, and only one gas holder is connected to the compressor line at any one time.

(5) Each gas holder shall be fitted with a low level alarm and a trip switch to stop the compression in the event of the bell of the gas holder reaching within 39 centimetres from its lowest working level.

(6) The water and caustic soda or caustic potash used for making lye shall be of standard suitable for electrolysis.

(7) Electrical connections at the electrolyser cells and at the electric generator terminals shall be so constructed as to preclude the possibility of wrong connections leading to the reversal of polarity and in addition an automatic device shall be provided to cut off power in the event of reversal of polarity owing to wrong connections either the switch or at the electric generator terminals.

(8) Oxygen and Hydrogen gas pipes shall be pointed with distinguishing colours; whenever, the hydrogen gas pipe is opened for expires or for any other purposes, on reconnection thereof it shall be purged of all air before hydrogen is allowed to pass through it.

(9) All electrical wiring and apparatus in the electrolyser room and in the hydrogen compressor shall be of flame-proof construction or enclosed in flame-proof fittings and no naked light or flame shall be allowed to be taken either in the electrolyser room or where compression and filling of the gases is carried on and such warning notices shall be exhibited in prominent places.

(10) No part of the electrolyser plant and the gas holders and compressor shall be subjected to welding brazing soldering or cutting until steps have been taken to remove any explosive substance from that part and render the part safe for such operations and after the completion of such operations no explosive substance shall be allowed to enter that part until the metal has cooled sufficiently to prevent risk of explosion.

(11) No work of operations, repair, or maintenance shall be undertaken except under the direct supervision of a person who, by his training, experience and knowledge of the necessary precautions, against rise of explosion is competent to supervise such work. No electric generator after erection or repairs shall be switched on to the electrolyzers unless the same is certified by the competent person or under whose direct supervision erection or repairs are carried on to be in a same condition and the terminals have been checked for the polarity as required by paragraph 7.

(12) Every part of the electrolyser plant and the gas holders and compressor shall have a regular schedule of overhauling and checking and every defect noticed shall be rectified forthwith.

#### *Rule Prescribed under Section 88*

103. *Notification of accidents.*—(1) When any accident or occurrence specified in the Schedule takes place in a factory the manager of the factory shall forthwith send notice thereof by telephone, special messenger or telegram to the Inspector and if the accident is fatal or of such a serious nature that it is likely to prove fatal notice as aforesaid shall also be sent to—

- (a) the District Magistrate or Sub-Divisional Officer; and
- (b) the Officer-in-charge of the nearest Police Station.

(2) The notice so given shall be confirmed by the manager of the factory to the above mentioned authorities within 12 hours of the "accident or" occurrence by sending to them a written report in Form No. 21.

#### SCHEDULE

##### 1. Accident which cause—

- (a) death to any person;
- (b) such bodily injury as prevents or will probably prevent the person injured from working for a period of 48 hours immediately following the accident.

##### 2. The following classes of occurrences, whether or not they are attended by personal injury or disablement :—

- (a) Bursting of a vessel used for containing steam under pressure greater than atmospheric pressure other than plant which comes within the scope of the Indian Boilers Act.
- (b) Collapse or failure of a crane, derrick which, hoist or other appliances used in raising or lowering persons or goods, or any part thereof or the overturning of a crane.
- (c) Explosion or fire causing damage to any room or place in which persons are employed or in room of cotton pressing factories when a cotton opener is in use.
- (d) Explosion of a receiver or container used for the storage at a pressure greater than atmospheric pressure of any gases (including air) or a liquid or solid resulting from the compression of gas.
- (e) Collapse or subsidence of any floor, gallery roof, bridge, tunnel, chimney, wall or building forming part of a factory or within the compound or curtilage of factory.

#### *Rule Prescribed under Section 89.*

104. *Notice of poisoning or disease.*—A notice in Form No.22 should be sent forthwith both to the Chief Inspector Certifying Surgeon by the Manager of a Factory in which there occurs a case of lead, phosphorous mercury, manganese, arsenic, carbon bisulphide of benzene poisoning; or poisoning by nitrous fumes or by halogens or halogen derivatives of the hydrocarbons of the aliphatic series; or of chrome ulceration, anthrax silicosis, toxic anaemic, toxic jaundice primary epitheliomatous cancer of the skin or pathological manifestations due to radium or other radio-active substances or X-rays.

#### "SCHEDULE XVII

Handling and processing of asbestos, manufacture of any articles of asbestos and any other process of manufacture or otherwise in which asbestos is used in any form.

1. *Application.*—This Schedule shall apply to factories in which any of the following processes is carried on namely :—

- (i) Breaking, crushing, disintegrating, opening, grinding, mixing or sieving of asbestos and any other process involving handling and manipulation of asbestos incidental thereto;
- (ii) processes in the manufacture of asbestos textiles including preparatory and finishing processes;
- (iii) making of insulation slabs or sections, composed wholly or partly of asbestos, and processes incidental thereto;
- (iv) making or repairing of insulating mattresses, composed wholly or partly of asbestos, and processes incidental thereto;

- (v) manufacture of asbestos card board and paper;
- (vi) application of asbestos by spray method;
- (vii) manufacture of asbestos cement goods;
- (viii) sewing, grinding, turning, abrading and polishing in the dry state, of articles composed wholly or partly of asbestos;
- (ix) cleaning of any room vessel, chambers, fixture of appliances for the collection of asbestos dust :

Provided that, if the Chief Inspector is satisfied in respect of any factory or workshop or part thereof that by reason of the restricted use of asbestos or of the method of working of occasional nature of work or otherwise, all or any of the provisions of this Schedule can be suspended or relaxed without danger to the health of the persons employed therein, he may grant suspension or relaxation by a certificate in writing under such conditions as he may think fit. Any such certificate may be revoked at any time.

**2. Definition.**—For the purposes of this Schedule :—

- (i) "Asbestos" means any fibrous silicate mineral, and any admixture containing any such mineral whether crude, crushed or opened;
- (ii) "Asbestos textiles" means yarn or cloth composed of asbestos or asbestos mixed with any other material;
- (iii) "Preparing" means crushing, disintegrating, and any other process in or incidental to the opening of asbestos;
- (iv) "Approved" means approved for the time being in writing by the Chief Inspector;
- (v) "Breathing Apparatus" means a helmet or face piece with necessary connection by means of which a person using it breathes air free from dust, or any other approved apparatus.

3. An exhaust draught effected by mechanical means which prevents the escape of asbestos dust into the air of any room in which persons work, shall be provided and maintained for—

- (a) manufacturing and conveying machinery namely :—
  - (i) preparing, grinding or dry mixing machines;
  - (ii) carding, card waste end, ring spinning machines, and looms;
  - (iii) machines or other plant fed with asbestos;
  - (iv) machine used for the sewing, grinding, turning, abrading or polishing in the dry state of articles composed wholly or partly of asbestos;
- (b) cleaning, and grinding of the cylinders or other part of a carding machines;
- (c) chambers, hoppers or other structures into which loose asbestos is delivered or passes;
- (d) work benches for asbestos waste sorting or for other manipulation of asbestos by hand;
- (e) work places at which the filling or emptying of sacks, skips or other portable containers, weighing or other process incidental thereto which is effected by hand, is carried on;

(f) sack-cleaning machine;

Provided that, this paragraph shall not apply :—

- (i) to a machine or other plant which does not give rise to asbestos dust; or is so enclosed as to prevent escape of asbestos dust into the air of any room in which persons work, or
- (ii) where the asbestos is so wet or so treated with grease or other material as to prevent the evaluation of dust or
- (iii) to the making or repairing of insulating mattresses, or
- (iv) to mixing or blending by hand of asbestos.

4. (i) Mixing or blending by hand of asbestos shall not be carried on except with an exhaust draught effected by mechanical means so designed and maintained as to ensure as far as practicable the suppression of dust during the processes.

(2) In premises which are constructed or reconstructed after the coming into force of the Gujarat Factories (Amendment) Rules, 1968, the mixing or blending by hand of asbestos shall not be done except in a special room or place in which no other work is ordinarily carried on.

(3) (i) The making or repairing of insulating mattresses composed wholly or partly of asbestos shall not be carried on in any room in which any other work is done.

(ii) in every room in which the making or repairing of insulating mattresses is carried on—

(a) adequate exhaust and inlet ventilation in accordance with arrangements, to be approved in each case shall be provided and maintained;

(b) no person other than those engaged on filling, beating or levelling shall be present whilst such processes are being carried on and work shall not be resumed in the room after filling, beating or levelling, for atleast ten minutes;

(c) the floors and benches shall be kept damped so as to prevent dust arising therefrom effectively, and

(d) the covers shall be effectively damped immediately after being cut out and in the case of fibre filled mattresses, shall be kept damped whilst, filling, beating or levelling is being carried on.

(4) (a) Storage chambers or bins for loose asbestos shall in the case of premises constructed after the coming into force of the Gujarat Factories (Amendment) Rules 1968, effectively separated from any work room in which the asbestos is not required for the purposes carried on in the room.

(b) Chambers or apparatus for dust setting and filtering shall not be allowed in any work-room.

(c) arrangements shall be made to prevent asbestos dust discharged from exhaust apparatus being drawn into the air of any work room.

(5) All machinery used in preparing, grinding of asbestos carding, card roller cleaning and grinding, and sack cleaning and all card waste end machines, lobbies, elevators, chutes and conveyors shall be so constructed and maintained that dust or debris containing asbestos cannot escape from any part thereof, other than dust removed by air exhaust draught provided in accordance with paragraph 3 of this Schedule.

(6) (a) Cleaning by hand of the cylinders (including the doffer cylinders, of carding machine shall not be done

whilst any person other than those performing or assisting at the cleaning is present.

(b) After six months from the date on which the Dadra and Nagar Haveli Factory Rules, 1971, come into force such cleaning as aforesaid shall not be done except by means of hand strickles or other hand-tools;

Provided that, the Inspector or the Chief Inspector may direct such other measures, and precautions to be taken as may be considered necessary for securing the health of the workers, employed on processes and work specified in this paragraph.

5. (1) In every room in which any of the provisions of this Schedule apply :—

(a) the floors, work benches and plant shall be kept in a clean state, and free from asbestos debris and suitable arrangement shall be made for the storage of asbestos not immediately required for use;

(b) the floors shall be kept free from any materials, plant or other articles not immediately required for the work carried on in the room which would obstruct the proper cleaning of the floor; and

(c) every room as aforesaid shall be adequately lighted.

6. (a) A sack which has contained asbestos shall not be cleaned by hand beating but by a machine, complying with paragraph 3 and sub-paragraph (5) of paragraph 4.

(b) All sacks used as containers for the purpose of transport of asbestos within the factory shall be constructed of impermeable material and shall be kept in good repair.

7. (a) All ventilating plant used for the purpose of extracting or suppressing dust as required by this Schedule shall at least once in every six months be thoroughly examined and tested by a competent persons and any defect disclosed by such examination and test shall be rectified forthwith.

(b) A register containing particulars of such examination and test and the state of the plant and the repairs or alterations, if any, found to be necessary shall be kept, and shall be available for inspection by an Inspector.

8. A breathing apparatus shall be provided for every person employed :—

(a) in chambers containing loose asbestos;

(b) in cleaning dust settling or filtering chambers or apparatus;

(c) in cleaning the cylinders, including the doffer cylinders, or any other part of the carding machine by means of hand-strickles;

(d) in filling beating or levelling in the manufacture or repair of insulating mattresses.

9. There shall be provided and maintained for the use of all persons employed in the cleaning of dust settling and filtering chambers, tunnels and ducts, suitable overalls & head coverings.

10. No young persons shall be employed in or in connection with the manufacture of insulating mattresses, in mixing or blending of asbestos by hand, in sack cleaning, in chambers or apparatus for dust settling or filtering in chambers containing loose asbestos, or in stripping or grinding the cylinders, including the doffer-cylinders or any other part of a carding machine.

11. *Medical Examinations.*—(a) No worker shall be employed in any factory on any of the processes specified in paragraph 1, unless he has been medically and

radiologically examined by the certifying Surgeon within three months of the said date.

(b) Every worker employed on any of the processes specified in paragraph 1 shall be medically and radiologically examined by the Certifying surgeon at intervals of six months after the first medical examination conducted under sub-paragraph (a) radiologically examined at an interval of 3 years after the first radiological examination conducted under sub-paragraph (a).

(c) A worker already in employment and declared unfit by the certifying surgeon shall not be allowed to work on any of the processes specified in paragraph 1, unless he has been examined again and has been certified to be cured and fit to work on the said process again.

(d) A worker declared to be unfit to work on any of the aforesaid processes, may be employed on such other work or process as may be considered safe and as may be advised by the certifying surgeon;

Provided that, if the certifying surgeon declares that a worker has been completely incapacitated and he is not fit to be employed on any process such work shall not be allowed to continue to work at any work or process.

(e) The certifying surgeon may direct that a worker may be X-Rayed or he may be subjected to further examination by a specialist or to any other examination clinica' otherwise or that he should undergo a . . . . . and it shall be the responsibility of the employer (Occupier and to the Manager), to arrange for the specified examination or treatment and to bear all expenses thereof or in connection therewith.

(f) A health register in Form No. 20 containing the names of all persons employed in any of the processes specified in paragraph 1 shall be maintained.

(g) The Manager shall maintain all the certificates in a proper register or file and shall produce all the certificates before an Inspector whenever demanded.

(h) The manager shall maintain the details of every medical examination in the health register and the register shall be produced before an Inspector whenever demanded.

#### SCHEDULE XVIII

Manufacture of articles from refractory materials including manufacture of refractory bricks.

1. *Application.*—This Schedule shall apply to the following processes :—

(I) handling moving, breaking, crushing, grinding or sieving of any, refractory materials containing not less than 25 per cent total silica for the purpose of manufacture—

(a) of articles used in the construction of furnaces and flues.

(b) of crucibles, and

(c) of compositions or other materials used in the preparation of moulds in which metals are cast; or

(2) any process in the manufacture of refractory bricks as hereinafter—

Provided that, nothing in this Schedule shall apply—

(a) to handling, moving, mixing or sieving of natural sand, or,

(b) to the manipulation of rotten rock in the preparation of moulds used in metal foundries ;

Provided further that, if the Chief Inspector of Factories is satisfied in respect of any factory or part there-

of that owing to the special conditions of work or otherwise, any of the provisions of this Schedule can be suspended or relaxed without any danger to the health of the person employed therein, he may by an order in writing grant such suspension or relaxation for such period and on such conditions as he may think fit. Any such order may be revoked at any time.

**2. Definitions.**—for the purposes of this Schedule—

(a) "Refractory material" means any refractory material containing not less than 25 per cent total silica;

(b) "refractory bricks" means any brick or articles composed of refractory material and containing not less than 25 percent total silica;

(c) "Efficient exhaust draught" means localised ventilation by mechanical means for the removal of dust so as to prevent dust from escaping into the air of any place in which work is carried on. No draught shall be deemed to be efficient which fails to remove the dust produced at the point where such dust originates.

3. No refractory material shall be broken in pieces by manual labour unless the process is carried out in the open air;

Provided that, where it is not practicable to carry out this process in open air, the process shall be carried out under an efficient exhaust draught.

4. No refractory material unless it is so wet that dust will not be produced, shall be crushed or ground in a stone crushing or a grinding machine unless such machine is provided with—

(a) an efficient exhaust draught and efficient dust collecting appliances; or

(b) an efficient water or steam spray :

Provided that, every grinding machine wherein any refractory material is ground in dry state, shall be, totally enclosed and connected to a mechanical exhaust system so as to prevent effectively any escape or dust outside the casing of the machine by maintaining a pressure below the atmospheric pressure within the casing of the machine:

Provided further that, all processes of crushing and grinding shall be effectively isolated from other processes.

5. All chutes, conveyors, elevators, screens, sieves & mixers used for manipulating refractory material shall, unless the material is so wet that dust will not be produced, be enclosed and be provided with efficient exhaust draught.

6. No refractory material so dry as to produce dust shall—

(a) be loaded into any wagon or other receptacle for transport, unless it has been placed in a suitable dust-proof container so damped as to preclude dust; or

(b) be unloaded from any wagon or other receptacle for transport unless it has been so damped as to preclude dust or unless the work is done under an efficient exhaust draught;

(c) be shovelled or raked or otherwise manipulated by means of hand tools in any manufacturing process, unless it has been so damped as to preclude dust or unless the work is done under the efficient exhaust draught :

Provided that, paragraph (b) of this rule shall not apply to refractory material in the form of rock or pebbles before it is manipulated in any manufacturing process.

7. (a) The floors of all places where refractory bricks are dried, other than the floors of tunnel, ovens or chamber driers not normally entered by persons employed

shall, after each lot of refractory bricks has been removed, be carefully cleaned of all debris and the part, being cleaned shall be kept damped while the cleaning is being done.

(b) There shall be provided in every such place a constant supply of water laid on under adequate pressure with sufficient connections and flexible branch pipe and sprinkler to enable water to be supplied directly to every part of the floor.

8. No drying stoves in which refractory bricks are backed by fires before being placed in the kilns shall be used.

9. The surface of every floor or place where persons are liable to pass shall be cleaned of debris or refractory material once at least during each daily period of employment or where shifts are worked, once during each shift. Such debris, unless it is immediately required for use in the process, shall be effectively damped and either be placed in covered receptacles, or be otherwise stored in such manner as to prevent the escape of dust into the air or near to any place where any person is employed.

10. Where plates are used, whether portable or forming part of the floor on which refractory bricks are dried such plates shall be freed from adherent material only by a wet method or by such other method as will be prevent the escape of dust into the air.

11. The dust or powder of refractory materials shall not be used for sprinkling the moulds in refractory brick making :

Provided that, nothing in this paragraph shall be deemed to prevent the use of natural sand for the purpose of sprinkling the moulds.

12. No worker shall be allowed to work on any dusty process or at any place where dust of any refractory materials is present in the atmosphere :

Provided that, in any emergency a worker may be allowed to work at such process or place if he wears a suitable and efficient dust mask or breathing apparatus.

13. *Medical Examination.*—(a) Every worker employed on any of the processes specified in sub-paragraphs (1) and (2) of paragraph 1 shall be medically examined in such manner and at such intervals as may be specified by any rules made under the Workman's Compensation Act, 1923 (VII of 1923), or if no such rules have been framed under the said Act every such worker shall be medically examined by the certifying Surgeon before employment on any of the aforesaid processes and at interval not exceeding Six months thereafter.

(b) Subject to sub-paragraph (c) an X-ray examination of the chest of every worker referred to in sub-paragraph (a) shall be carried out—

(i) if he is already in employment on the date of the coming into force of these rules, within six months of such date and at an interval of every three years, thereafter,

(ii) if he is employed after such date, within one month of the date of his employment and at an interval of every three years thereafter, and the result of every such X-ray examination shall be produced before the certifying surgeon within a month of the examination.

(c) If the certifying surgeon, during the course of medical examination of any worker under sub-paragraph (c) has reason to suspect of any chest disease, he may direct the manager or the occupier to get an X-ray examination of the worker done and to produce the X-ray plate before him within a specified time and on receipt of such direction the manager or the occupier as the case may be, shall carry out the direction.

(d) The certifying surgeon shall grant to each worker examined a certificate specifying therein whether or not the worker was considered fit to be employed on any of the processes specified in paragraph 1.

(e) The manager shall maintain a register in which the findings and recommendations of the certifying surgeon in respect of every worker and in respect of every medical examination shall be maintained duly signed by the certifying surgeon.

(f) A worker not declared fit shall not be employed on any of the aforesaid processes and he shall be employed on only such other process or he shall be subject to such other examination or treatment as may be direct by the certifying surgeon.

(g) No fees shall be charged from any worker for the medical examination and it shall be the responsibility of the occupier and the manager to comply with the provisions of this schedule.

14. In case any existing plant or machinery needs alteration modification or replacement or in case any new plant is required to be installed, to comply with the provisions of this Schedule, such alteration, modification, replacement or installation of the plant or machinery shall be carried on within a period not exceeding one year from the date of the coming into force of these Rules.

Provided that, the Chief Inspector of Factories in consideration of special and exceptional circumstances by an order in writing may extend this period for such reasonable length of time as he may think fit".

9. In Form No. 2 appended to the said rules, after item No. 15, the following item shall be inserted namely :—

"Date of Birth of Occupier.....

Date of Birth of Manager.....

10. In Form No. 3 appended to the said rules, after item No. 8, the following item shall be inserted namely :—

"9. Date of birth of Occupier.....

Date of birth of Manager.....

11. In Form 3-A appended to the said rules, after item No. 5 the following item shall be inserted namely :—

"6. Date of birth of new manager :—

#### CHAPTER X SUPPLEMENTAL

##### Rule prescribed under Section 107

105. *Procedure in appeals.*—(1) An appeal presented under section 107 shall lie to the Chief Inspector or in cases where the order appealed against is an order passed by that Officer to the Administrator or to such authority as the Administrator may appoint in this behalf and shall be in the form of a memorandum setting forth concisely the grounds of objection to the order and bearing court-fees stamps in accordance with Article 11 of Schedule II to the Court-fees Act, 1870, and shall be accompanied by a copy of the order appealed against.

(2) *Appointment of assessors.*—On receipt of the memorandum of appeal, the appellate authority shall, if it thinks fit or if the appellant has requested that the appeal should be heard with the aid of assessors, call upon the body declared under sub-rule (3) to be representative of the industry concerned, to appoint an assessor within a period of 14 days. If an assessor is nominated by such body, the appellate authority shall appoint a second assessor itself. It shall then fix a date for the hearing of the appeal and shall give due notice of such date to the appellant and to the Inspector whose order is

appealed against, and shall call upon the two assessors to appear upon such date to assist in the hearing of the appeal.

(3) *Remuneration of assessors.*—An assessor appointed in accordance with the provisions of sub-rules (2) & (3) shall receive for the hearing of the appeal, a fee to be fixed by the appellate authority, subject to a maximum of fifty rupees per diem. He shall also receive the actual travelling expenses. The fees and travelling expenses shall be paid to the assessor by Administrator but where assessors have been appointed at the request of the appellant and the appeal has been decided wholly and partly against him the appellate authority may direct that the fees and travelling expenses of the assessor shall be paid in whole or in part by the appellant.

##### Rule prescribed under section 108

106. *Display of notices.*—The abstract of the Act and of the Rules required to be displayed in every factory shall be in Form No. 23.

##### Rules prescribed under section 110

107. *Returns.*—The manager of every factory shall furnish to the Inspector or other officer appointed by the Administrator in the behalf the following returns, namely :

(1) *Annual return.*—On or before the 1st February of each year an annual return in duplicate in Form No. 24 relating to the following matters :—

- (a) average number of workers employed daily and normal hours worked per week;
- (b) leave with wages;
- (ba) number of discharged or dismissed workers;
- (bb) wages in lieu of leave;
- (c) compensatory holidays;
- (d) canteens in the case of factories wherein more than 250 workers are ordinarily employed;
- (e) creches in the case of factories wherein more than 50 women workers are ordinarily employed;
- (f) shelters rest rooms and lunch rooms in the case of factories wherein more than 150 workers are ordinarily employed.

(2) *Half yearly return.*—On or before the 15th July and 15 January of each year, a half yearly return in duplicate in Form No. 25 :—

(3) *Annual return of holidays.*—Before the end of each year, a return giving notice of all the days on which it is intended to close the factory during the next ensuing year. If in any year a factory is newly started or restarted after a closure during the previous year, such return shall be submitted before the date as such starting or restarting for the remaining period of the year;

Provided that the Administrator may dispense with this return in the case of any specified factory or of any class of factories or of the factories in any particular area :

Provided further that the annual return of holidays shall be dispensed with in case of all factories :

- (a) which regularly observe Sundays as holidays; or
- (b) which regularly observe a fixed day in the week as a holiday; or

(c) which observe holidays according to a list approved by the Chief Inspector; Where the manager of any factory makes any departure from such a holiday or list of holidays as aforesaid prior intimation shall be given to the Chief Inspector.

\* (3) to (8)

Rule prescribed under section 109

108. *Service of notice.*—The despatch by post under registered cover of any notice or order shall be deemed such sufficient service on the occupier, owner or manager of a factory of such notice or order.

Rule 109 to 112 prescribed under section 112.

109. *Information required by the Inspector.*—The occupier, owner or manager of a factory shall furnish any information that an Inspector may require for the purpose of satisfying himself whether any provision of the Act has been complied with or whether any order of an Inspector has been duly carried out. Any demand by an Inspector for any such information if made during the course of Inspection, shall be complied with forthwith if the information is available in the factory or, if made in writing, shall be complied with within seven days of receipt thereof.

110. (1) *Muster-roll.*—The manager or every factory shall maintain a muster-roll of all the workers employed in the factory in Form No. 28 showing (a) the name of each worker, (b) the nature of his work and (c) the daily attendance of the worker.

(2) The muster-roll shall be written up afresh each month and shall be preserved for a period of 3 years from the date of last entry in it :

Provided that if the daily attendance is noticed in respect of Adult and child workers in the Registers of Workers in Forms Nos. 15 and 17 respectively, of the particulars required under sub-rule (1) are noted in any other register, and such registers are preserved for a period of 3 years from the date of last entry in them, of separate muster-roll required under sub-rule (1) need not be maintained.

111. (1) *Register of accidents and dangerous occurrences.*—The manager of every factory shall maintain a Register of all accidents and dangerous occurrences which occur in the factory in Form No. 29 showing the—

- (a) Name of injured persons (if any.)
- (b) Date of accident or dangerous occurrence.
- (c) Date of report on Form No. 21 to Inspector.
- (d) Nature of accident or dangerous occurrence.
- (e) Date of return of injured person to work.

(f) Number of days of absence from work of injured person.

2. The manager of every factory shall furnish to the Inspector annually on or before the 15th February a copy of the entries in Form No. 29 relating to the year immediately preceding the 1st January.

#### 112. *Maintenance of Inspection Book.*—

(i) The manager of every factory shall maintain a bound Inspection Book in Form No. 31 of the size. 13½x8½" and shall produce it when so required by the Inspector or Certifying Surgeon.

(ii) The Inspection Book shall contain at least 180 pages every third page thereof shall be consecutively numbered and the other two unnumbered pages between each two consecutively numbered pages shall a vertical perforated straight line on the margin side at a margin of 1".

(iii) In case the Inspection Book containing remarks passed by the Inspector or Certifying Surgeon is lost, the manager of the factory shall forthwith report in writing the loss of the Inspection Book to the Inspector-in-charge of the area and immediately maintain a new Inspection Book.

The Manager shall obtain as early as possible copies of all available remarks from the Factory Inspection Office concerned, on payment of necessary typing charges.

113. *Information regarding closure of factories.*—The occupier and the Manager shall be jointly or severally responsible for sending information in duplicate, to the Inspector of any intended closure of the factory or any shift, section or department thereof, immediately after it is decided to do so, and before the closure takes place, stating.

(a) the date of intended closure :—

(b) the reasons for closure;

(c) the number of workers on the muster-roll of the factory on the day the information is sent;

(d) the number of workers likely to be affected by the closure; and

(e) the probable period of closure :

Provided further that it shall not be necessary for the occupier or manager to send information of intended closure if the closure is rendered inevitable on account of fire, break down of machinery, stoppage of power or water supply or any other cause beyond his control.

The occupier and the manager shall be jointly or severally responsible for sending information in duplicate to the Inspector as soon as the factory or any shift, section or department thereof, is actually closed in the following form, namely :—

Name of factory & full address	Name of Industry	Date of closure	Reasons for closure	Nature of closure whether entire or partial; if partial the shift action of department closed	Number of workers on the muster roll of factory at the time of closure	Number of workers affected by the closure
1	2	3	4	5	6	7

Class or Industry whether (1) cotton textile or (2) Silk Textile or (3) Woolen Textile or (4) Hosiery or (5) Engineering or (6) Miscellaneous should be stated.

## \*FORM NO. 4

(Prescribed under Rule 5).

Registration and Licence to work a factory.

Registration No. .... Licence No. ....

Licence is hereby granted to ..... valid only for the premises described below for use as a factory employing more than/not more than ..... persons on any one day during the year and installing motive power exceeding/not exceeding ..... H.P. subject to the provisions of the Factories Act, 1948, and the Rules made thereunder.

This licence shall remain in force till the 31st day of December 197

Fee paid Re. ....

Fee due Rs. ....

Excess Rs. ....

The ..... 19

Chief Inspector of Factories,  
Dadra and Nagar Haveli.

## DESCRIPTION OF THE LICENSED PREMISES

The licensed premises shown on plan No. .... dated ..... are situated in ..... and consist of .....

## RENEWALS

Date of Renewal 1	For number of workers 2	For H. P. 3	Fees due 4	Excess paid 5	Date of expiry 31st December 6	Signature of licensing authority 7
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			

## FORM No. 5

(Prescribed under Rule 15)

## Certificate of Fitness

Serial No. ....

Serial No. ....

Date ..... .

Date ..... .

Name ..... .

I hereby certify that I have personally examined (name) ....

3. Father's name ..... .

.....

4. Sex ..... .

.....

5. Residence ..... .

.....

6. Date of birth, if available, certified Age. .... .

Son/daughter of ..... .

7. Physical Fitness ..... .

.....

8. Descriptive marks ..... .

.....

9. Reason for :—

and/or residing at ..... .

(1) refusal of certificate ..... .

Who is desirous of being employed in a factory, and that his/her age, as nearly as can be ascertained from

(2) certificate being revoked ..... .

My examination is ..... year &amp; that he/she is fit for employment in factory as an adult/or ..... child His/Her descriptive marks are ..... .

Left Hand thumb impression

Left Hand thumb Impression

Initial of Certifying Surgeon

Certifying Surgeon

(c) which observe holidays according to a list approved by the Chief Inspector; Where the manager of any factory makes any departure from such a holiday or list of holidays as aforesaid prior intimation shall be given to the Chief Inspector.

\* (3) to (8)

Rule prescribed under section 109

108. *Service of notice.*—The despatch by post under registered cover of any notice or order shall be deemed such sufficient service on the occupier, owner or manager of a factory of such notice or order.

Rule 109 to 112 prescribed under section 112.

109. *Information required by the Inspector.*—The occupier, owner or manager of a factory shall furnish any information that an Inspector may require for the purpose of satisfying himself whether any provision of the Act has been complied with or whether any order of an Inspector has been duly carried out. Any demand by an Inspector for any such information if made during the course of Inspection, shall be complied with forthwith if the information is available in the factory or, if made in writing, shall be complied with within seven days of receipt thereof.

110. (1) *Muster-roll.*—The manager of every factory shall maintain a muster-roll of all the workers employed in the factory in Form No. 28 showing (a) the name of each worker, (b) the nature of his work and (c) the daily attendance of the worker.

(2) The muster-roll shall be written up afresh each month and shall be preserved for a period of 3 years from the date of last entry in it :

Provided that if the daily attendance is noticed in respect of Adult and child workers in the Registers of Workers in Forms Nos. 15 and 17 respectively, of the particulars required under sub-rule (1) are noted in any other register, and such registers are preserved for a period of 3 years from the date of last entry in them, of separate muster-roll required under sub-rule (1) need not be maintained.

111. (1) *Register of accidents and dangerous occurrences.*—The manager of every factory shall maintain a Register of all accidents and dangerous occurrences which occur in the factory in Form No. 29 showing the—

- (a) Name of injured persons (if any.)
- (b) Date of accident or dangerous occurrence.
- (c) Date of report on Form No. 21 to Inspector.
- (d) Nature of accident or dangerous occurrence.
- (e) Date of return of injured person to work.

Name of factory & full address	Name of Industry	Date of closure	Reasons for closure	Nature of closure whether entire or partial; if partial the shift action of department closed	Number of workers on the muster roll of factory at the time of closure	Number of workers affected by the closure
1	2	3	4	5	6	7

Class or Industry whether (1) cotton textile or (2) Silk Textile or (3) Woolen Textile or (4) Hosiery or (5) Engineering or (6) Miscellaneous should be stated.

3. The occupier and the manager shall be jointly or severally responsible for sending also information in duplicate to the Inspector as soon as the factory or any shift, section or department thereof is re-opened in the following form, namely :—

Name of factory & full address	Name of Industry	Date of closure	Number of workers affected at the time of closure	Factory or any shift, section or department thereof opened	Number of workers on muster roll at the time of re-opening	Number of workers re-employed (ii) newly employed
1	2	3	4	5	6	7

Class of Industry whether (1) Cotton Textile or (2) Silk Textile or (3) Woolen Textile or (4) Hosiery or (5) Engineering or (6) Miscellaneous, should be stated.

*Explanation :* 1. For the purposes of this rule, "closure" means the closing of a factory, or any shift, section or department thereof or the total or partial suspension of work (other than work of a temporary nature) by the occupier or manager of the factory to continue to employ persons employed by him where such refusal does not amount to the discharge, dismissal or suspension of a worker or workers by way of punishment.

*Explanation 2.*—This rule shall not apply in the case of a closure of any section or department of a factory if such closure does not affect the total number of workers employed in the factory.

#### FORM No. 1.

Application for permission to construct, extent or take into use any building as a Factory.

1. Applicants' Name :  
Applicant's Calling :  
Applicant's Address :
2. Full name and postal address of factory.
3. Situation of the factory :  
Town or village :  
Nearest Police Station :  
Nearest Railway station or Steamer Ghat.
4. Particulars of plant to be installed;

Signature of Applicant  
Date :—

Note.—This application shall be accompanied by the following documents;

- (a) A few chart of the manufacturing process supplemented by a brief description of the process in its various stages;
- (b) Plans, in duplicate, drawn to scale, showing—
  - (i) the site of the factory and immediate surrounding including adjacent buildings and other structures, roads, drains, etc. and
  - (ii) the plan elevation and necessary cross-sections of the various buildings indicating all relevant details, relating to natural lighting, ventilation and means of escape in case of fire. The plan shall also clearly indicate the position of the plant and machinery, aisles and passage ways; and
  - (e) Such other particulars as the Chief Inspector may require.

#### FORM No. 2.

(See Rule 4)

Application for Registration and Notice of Occupation specified Section 6 & 7.

(To be submitted in Triplicate.)

1. Full name of factory.

2. Full postal address and situation of the factory.
3. Full Address of which communication relating to the factory should be sent.
4. Nature of manufacturing process/processes—
  - (a) carried on in the factory during the last twelve months (in the case of factories in existence on the date of commencement of the Act.)  
And,
  - (b) to be carried on in the factory during the next twelve months (in the case of all factories)---
5. Name of manufactured to be manufactured.
  - (a) The principal product.
  - (b) Other products.
6. Nature and total amount of (H.P.) power installed.
7. Maximum number of workers proposed to be employed on any one day during the year.
8. Maximum number of workers employed, on any 1 day during the last 12 months (in the case of a factory in existence on the date of commencement of the Act).
9. Full name and residential address of the person who shall be manager of the factory for the purpose of the Act.
10. Full name and residential address of the occupier—
  - (i) The proprietor—of the factory in case of private firm/proprietary concern.
  - (ii) Directors in case of a public limited liability company/firm.
  - (iii) Whether a managing agent has been appointed the name of the managing agent and directors thereof.
  - (iv) Shareholders in case of a private company.
  - (v) The Chief Administrative Head in case of a Govt. factory or a factory run by a local authority or by any Statutory corporation or body.
11. In the case of a factory constructed or extended after the date of the commencement of these rules—
  - (a) Reference number and date of approval of the plan whether for old or new building or for construction or extension of factory by the State Govt./Chief Inspector.
  - (b) Reference number and date of approval of the arrangement, if any, made for the disposal of trade waste and effluents and the name of the authority.
12. Full name and address of the owner of the premises or building (including the precincts thereof referred to in section 93.)

13. Amount of fee (Rupees.....) paid in treasury on..... vide chalan No..... (enclosed.)
14. Amount of fee (Rupees ..... ) vide enclosed cross cheque/postal order No.... date..... on Bank/Post Office drawn in favour of the Chief Inspector of Factories.
15. Amount of fee (Rupees.....) paid by book adjustment vide order No..... dated ..... (copy enclosed)
- Date of birth of Occupier.....
- Date of birth of Manager.....
- Signature of Occupier .....
- Date .....
- Signature of Manager .....
- Date .....

Note :—(1) This form should be completed in ink in block letters or typed.

(2) Any subsequent change in any of the particulars given in columns 1 to 15 above should be reported immediately.

(3) In case of a factory whether under the proviso in sub-section (1) and (2) of section 100, a person has been nominated as the occupier, information required in Item 10 should be supplied only in respect of that person and the form should be accompanied by the nomination duly signed by the Directors or the Shareholders as the case may be.

(4) Only one of the items No. 13, 14 or 15 of the form should be filled as may be applicable to the case. Item No. 15 should be filled in the case of Govt. factories only and item No. 13 or 14 in all other cases.

(5) Item No. 12 is to be filled only when more than one factory is situated in the same premises or building.

Full name and address may be written at the back of the form (For schedule of fees, please see rule 4 and on the reverse of this form).

	Quantity of H. P. installed (Max. H. P.)			Maximum number of persons to be employed on any day during the year			
	Up to 20	From 21 to 50	From 51 to 100	From 101 to 150	From 251 to 500	From 501 to 750	751 & above
Nil	7·50	18·75	37·50	93·75	187·50	281·25	375·0
Up to 10	18·75	37·50	45·00	112·50	225·00	337·50	450·0
Above 10 but not above 50	37·50	56·25	75·00	187·50	375·00	562·50	750·0
Above 50 but not above 100	75·00	93·75	112·50	281·25	562·25	843·75	1125·0
Above 100	112·50	150·00	187·70	375·00	750·00	1125·00	1500·0

### FORM NO. 3

(See Rules 4 & 7)

Application for licence/renewal of licence of a factory  
for the year

(to be submitted in duplicate)

1. Full name of the factory with licence number, if already registered.
2. Full postal address and/situation of the factory.
3. Full address to which communication should be made (where the factory address serves the purpose of communication also this information need not be given).
4. Maximum number of workers to be employed during the year.
5. Installed H.P.
6. Amount of fee (Rupees.....) paid in Treasury on ..... vide Chalan No. .... enclosed.
7. Amount of fee (Rupees.....) vide enclosed crossed cheque/postal Order No. .... dated ..... on Bank/Post Office, drawn in favour of Chief Inspector of Factories.
8. Amount of fee (Rupees.....) paid by book adjustment (vide order No. .... dated ..... (Copy enclosed)

9. Date of birth of Occupier.....

Date of birth of Manager.....

Signature of Occupier.....

Date .....

Signature of Manager .....

Date .....

(Strike out what does not apply)

### FORM NO. 3A

(Notice of appointment of New Manager)

1. Name of Factory with current licence number .....
2. Postal Adress .....
3. Name of outgoing Manager .....
4. Name of new Manager with the postal address of his residence..... and telephone number, if installed.....
5. Date of appointment of New Manager.....
6. Date of birth of New Manager.....

Signature of new Manager,

Signature of Occupier

## \*FORM NO. 4

(Prescribed under Rule 5).

Registration and Licence to work a factory.

Registration No. .... Licence No. ....

Licence is hereby granted to ..... valid only for the premises described below for use as a factory employing more than/not more than ..... persons on any one day during the year and installing motive power exceeding/not exceeding ..... H.P. subject to the provisions of the Factories Act, 1948, and the Rules made thereunder.

This licence shall remain in force till the 31st day of December 197

Fee paid Re. ....

Fee due Rs. ....

Excess Rs. ....

The ..... 19

Chief Inspector of Factories,  
Dadra and Nagar Haveli.

## DESCRIPTION OF THE LICENSED PREMISES

The licensed premises shown on plan No. .... dated ..... are situated in ..... and consist of .....

## RENEWALS

Date of Renewal 1	For number of workers 2	For H. P. 3	Fees due 4	Excess paid 5	Date of expiry 31st December 6	Signature of licensing authority 7
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			
Not exceeding	..	Not exceeding	19			

## FORM No. 5

(Prescribed under Rule 15)

## Certificate of Fitness

Serial No. ....

Serial No. ....

Date ....

Date ....

Name ....

I hereby certify that I have personally examined (name) ....

3. Father's name ....

.....

4. Sex ....

.....

5. Residence ....

Son/daughter of ....

.....

.....

6. Date of birth, if available, certified Age.

.....

7. Physical Fitness ....

.....

8. Descriptive marks ....

.....

.....

9. Reason for : -

Who is desirous of being employed in a factory, and that

(1) refusal of certificate

his/her age, as nearly as can be ascertained from

.....

.....

(2) certificate being revoked ....

.....

Left Hand thumb impression

My examination is ..... year &amp; that he/she is fit for employment in factory as an adult/or ..... child His/Her descriptive marks are .....

Initial of Certifying Surgeon

.....

Left Hand thumb impression

Certifying Surgeon

## FORM No. 6

(Prescribed under Rule 23)

**Humidity Register**

Department.....

Hygrometer      { Distinctive mark or number.....  
                   { Position in department.....

**Readings of hygrometer**

Date year, month & day	Between 7 & 9 a.m./p.m.		Between 11 a.m. & 2 p.m./a.m., but not in the rest period)		between 4 p.m. & 5-30 a.m.		If no humidity insert none	Remarks
	Dry bulb	Wet bulb	Dry bulb	Wet bulb	Dry bulb	Wet bulb		
1st	..	..	..	..	..	..		
2nd	..	..	..	..	..	..		
3rd	..	..	..	..	..	..		
4th	..	..	..	..	..	..		
5th	..	..	..	..	..	..		
6th	..	..	..	..	..	..		
7th	..	..	..	..	..	..		
8th	..	..	..	..	..	..		
9th	..	..	..	..	..	..		
10th	..	..	..	..	..	..		
11th	..	..	..	..	..	..		
12th	..	..	..	..	..	..		
13th	..	..	..	..	..	..		
14th	..	..	..	..	..	..		
15th	..	..	..	..	..	..		
16th	..	..	..	..	..	..		
17th	..	..	..	..	..	..		
18th	..	..	..	..	..	..		
19th	..	..	..	..	..	..		
20th	..	..	..	..	..	..		
21st	..	..	..	..	..	..		
22nd	..	..	..	..	..	..		
23rd	..	..	..	..	..	..		
24th	..	..	..	..	..	..		
25th	..	..	..	..	..	..		
26th	..	..	..	..	..	..		
27th	..	..	..	..	..	..		
28th	..	..	..	..	..	..		
29th	..	..	..	..	..	..		
30th	..	..	..	..	..	..		
31st	..	..	..	..	..	..		

(Signed .....

Certified that the above entries are correct.

(Signed .....

## FORM No. 7

(Prescribed under Rule 17)

## Record of Lime-Washing, Painting etc.

Part of factory e.g. name of room	Parts lime- washed, painted varnished or oiled e.g. walls, ceiling wood work etc	Treatment, whether lime-washed, painted, varnished or oiled	Date on which the lime- washing, painting, varnishing or oiling was carried out (accord- ing to the English calendar)			Remarks
			Date	month	Year	
1	2	3	4	5	6	7

*Signature of Manager*

## FORM No. 8

(Prescribed under Rule 55)

## Register of workers attending to Machinery

No.	Name & father's name of worker	Designation or nature of work	Department	Date when tight clothes provided	Signature or thumb impression of worker
1	2	3	4	5	6

## FORM No. 9

(Prescribed for Report of Examination of Hoist or Lift)

Occupier (or owner) of premises.....  
Address .....

1. (a) Type of hoist or lift and identification number or description.
- (b) Date of construction or reconstruction (if ascertainable).

2. Design and construction.....  
Are all parts of the hoist or lift of good mechanical construction, sound material and adequate strength (so far as ascertainable).

3. Maintenance.....  
Are the following parts of the hoist or lift properly maintained and in good working order. If not, state what defects have been found.

(a) Enclosure of hoistway or lift way.

- (b) Landing gates and cage gate(s).
- (c) Interlocks on the landing gates and cage gate (s).
- (d) Other gate fastenings.
- (e) Cage or platform and fittings cage guides, buffers, interior of the hoistway or liftway.
- (f) Over running devices.
- (g) Suspension ropes or chains and their attachments.
- (h) Safety gear, i.e. arrangements for preventing fall of platform or cage brakes.
- (j) Brakes.
- (k) Worm or spur gearing.
- (l) Other electrical equipment.
- (m) Other parts.

4. What parts (if any) were inaccessible ?
5. Repairs, renewals or alterations (if any) required and the period within which they should be executed.
6. Maximum safe working load subject to repairs, renewals or alterations (if any) specified in (5).
7. Others.

I/We certify that on ..... I/We thoroughly examined this hoist or lift and that the above is a correct report of the result.

Signature..... Counter signature .....

Qualification  
If employed by a company or Association, give name and address.

Address.....  
Date..... Date .....

#### FORM NO. 10

(Prescribed under rule 60)

Prescribed for report of Examination of the lifting machines, ropes and lifting tackles.

#### PARTICULARS

1. Name of occupier of factory.
2. Address of factory.
3. Distinguishing number or mark (if any) and description sufficient to identify the lifting machine, chains, rope or the lifting tackle.
4. Date when the lifting machine, chain, rope or lifting tackle was first used in the factory.
5. Date of each examination made under section 29(1)(a)(iii) and by whom it was carried out.
6. Date and number of the certificate relating to any test and examination made under sub-rule(1) of rule 60 together with the name of the person who issued the certificate.
7. Date of annealing or other heat treatment if the chain and lifting tackle carried out under sub-rule (5) of rule 60 and by whom it was carried out.
8. Particulars of any defect found at any such examination or after annealing and affecting the safe

working load and of the steps taken to remedy such defect.

I/We certify that on ..... I/We thoroughly examined the above mentioned lifting machine/chain/rope lifting tackle and that the above is a correct report of the result.

Signature..... Countersignature .....

Qualification..... If employed by company or association give name and Address.

Address.....

Date .. .... Date .. ....

#### FORM NO. 11

(Prescribed under rule 61)

#### Report of Examination of pressure vessel

1. Name of Occupier (or Factory) .....
2. Situation and address of factory .....
3. Name description and distinctive number of pressure vessels .....
4. Name and address of manufacture .....
5. Nature of process in which it is used .....
6. Particulars of vessels:—
  - (a) Date of construction .....
  - (b) Thickness of walls .....
  - (c) Date on which the vessel was first taken into use.
  - (d) Safe working pressure recommended by the manufacturer. (The history should be briefly given and the examiner should state whether he has seen the last previous report).
7. Date of last hydraulic test (if any) and pressure applied .....
8. Is the vessel in open or otherwise exposed to weather or to damp ?
9. What parts (if any) were inaccessible ?
10. What examination and tests were made (specify pressure if hydraulic test was carried out).
11. Condition of vessel (state any External.... defects materially affecting the safe working pressure of the safe working of the vessel). Internal .....
12. Are the required fittings and appliances provided in accordance with the rules for pressure vessels.
13. Are all fittings and appliances properly maintained and in good condition.
14. Repairs (if any) required and period within which they should be executed and any other condition which the person making the examination thinks it necessary to specify for securing safe working
15. Safe working pressure, calculated from dimensions and from the thickness and other data ascertained by the present examination, due allow-



\*FORM No. 13  
(Prescribed under Rule 85)  
**(Overtime Muster Roll for exempted workers)**

No. in Register	Name	Department	Date on which overtime has been worked	Extend of overtime on each occasion	Total overtime worked on production in cash of piece workers	Month ending	19	Normal hours	Normal rate wage
						1	2		

## FORM No. 13--contd.

Cash equivalent of advantage accruing through concession of food grain or other articles	Overtime rate of wage double the rate in columns 8 & 9	Normal earnings	Overtime earnings	Total earnings	Dates on which overtime payment made
9	10	11	12	13	14

## FORM NO. 14

(Prescribed under Rule 87)

Notice of periods of works for Adult workers.

Name of Factory.....	Place.....	District.....			
Period of work	Men	Women	Description of groups		
Groups	Total No. of men employed.	Total No. of women employed.	Group letter	Nature of work.	Remarks
	A B C D E F G H I J				
Relays.	1 2 3 1 2 3 1 2 3 1 2 3 1 2 3 1 2 3				

On working days :—

From \_\_\_\_\_ A

to \_\_\_\_\_ B

From \_\_\_\_\_ C

to \_\_\_\_\_ D

From \_\_\_\_\_ E

to \_\_\_\_\_ F

On partial working days :—

From \_\_\_\_\_ G

to \_\_\_\_\_ H

From \_\_\_\_\_ I

to \_\_\_\_\_ J

Date on which this notice first exhibited.....19 (Signed).....  
Manager

## FORM NO. 15

(Prescribed under Rule 88)

## Register of Adult Workers.

Serial No.	Name	Father's Name	Nature of work	Letter of Group as in form,	No. of relay, if working in shifts.	No. and date of certificate if an adolescent	Number of certificate and date	Token No. giving reference to the certificate	Remarks
1	2	3	4	5	6	7	8	9	

## FORM NO. 16

(Prescribed under Rule 92)

## Notice of period of work for Child Workers.

Name of Factory..... Place..... District.....

Periods of work	Children						Description of group	Remarks
	Total number of children employed.....		A		B			
Group	A	B	C	Group letter	Nature of work.			
Relays	1	2	1	2	1	2		
From					A			
To					B			
					C			

Date on which this notice is first exhibited..... 19

(Signed) .....

Manager

## FORM NO. 17

(Prescribed under Rule 93)

## Register of Child Workers.

Serial No.	Name	Father's Name	Date of first employment	Number of certificate and its date	Token No. giving reference to certificate	Letter of groups as in form	Number of relay, if working in shifts	Remarks
1	2	3	4	5	6	7	8	9

## FORM NO. 18.

(Prescribed under Rule 94)

## Register of Leave with Wages.

Factory.....

Part I—Adults.

Department .....

Part II—Children

Name .....

Father's Name .....

Serial No.	Serial No. in the register of adults child workers	Date of entry into service	Calender year of service	Number of days worked during calender year					Total columns 5 to 8
				No. of days of work performed.	No. of days of lay off	No. of days of maternity leave with wages	No. of days leave with wages enjoyed.		
1	2	3	4	5	6	7	8	9	

## LEAVE WITH WAGES TO CREDIT

Balance of leave with wages from preceding year	Leave with wages earned during the year (mention in column 4)	Total of columns 10 & 11	Whether leave with wages refused in accordance with schemes under section 79(8)	Whether leave with wages not desired during the next calender year	Leave with wages enjoyed		Balance credit	Normal rates of wages
					Form	To		
10	11	12	13	14	15	16	17	18

Cash equivalent or advantage accruing through concessional sale of food grains or other articles.	Rate of wages for leave with wages period (total of columns 17 & 18)	Discharged worker		Remarks
		Date of discharges	Date and amount of payment made in lieu of leave with wages due	
19	20	21	22	23

*Note :—Separate page will be allotted to each worker.*Form substituted *vide* G. N. L. & S. W. D. No. FAC. 1157, dated 20th October 1958.

## FORM No. 19

(Prescribed under Rule 95)

## Leave Book

(Shall be the same as Register of Leave with Wages". (Form No. 18 but shall be made out separately for each worker on a thick bound sheet.)

## FORM NO. 20.

(Prescribed under Rule 15)

## Health Register.

(In respect of persons employed in occupations declared to be dangerous operations under section 87).

Name of Certifying Surgeon :

(a) Mr. ....

From..... To .....

(b) Mr. ....

From..... To .....

(c) Mr. ....

From..... To .....

Serial No.	Works No.	Name of worker	Sex	Age (last birth date)	Date of employment of present work	Date of leaving or transfer to other work	Reason for leaving, transfer or discharge	Nature of job or occupation	Raw material or By-product handled.
1	2	3	4	5	6	7	8	9	10

Date of medical examination by certifying Surgeon.	If suspended from work State period of suspension with detailed reason.	Rectified fit to resume duty on with signature of certifying Surgeon	If Certificate of unfitness or suspension issued to worker.	Signature with date of Certifying Surgeon.
Result of Medical examination.				
11	12	13	14	15

*Note :—* (1) Column 8. Detailed summary of reason for transfer or discharge should be stated.

(2) Column 11. Should be expressed as fit/unfit/suspended.

## FORM NO. 21

(Prescribed under Rule 103).

## Notice of Accident or Dangerous Occurrence

(See instructions on reverse)

1. Name of Occupier (or factory)
2. Address of Works where accident or dangerous occurrence happened.
3. Nature of Industry—
4. Branch or Department and exact place where the accident or dangerous occurrence happened.
5. Injured person's name and address.
6. (a) Sex, (b) Age (last birthday), (a) (b) (c) and (d) Occupation of injured person,

7. Date and hour of accident or dangerous occurrence.
8. Hours at which he started work on day of accident.
9. (a) Clause or nature of accident (a) or dangerous occurrence.  
(b) If caused by machinery :—
  - (i) Give name of the machine (b) (i) and part causing the accident, and
  - (ii) State whether it was moved by mechanical (b) (ii) power at the time.
- (c) State exactly what injured (c) person was doing at the time.
10. Nature and extent of injuries (e.g. fatal, loss of finger, fracture of leg, scald, scratch followed by sepsis).

11. If accident is not fatal, state whether injured person "is likely to be \*disabled for 48 hours or more.
12. Name of Medical Officer in attendance on injured person.

I certify that to the best of my knowledge and belief the above particulars are correct in every respect.

Signature of occupier or Manager.....

Date of despatch of report.....

**NOTE :**—To be completed in legible handwriting or preferably type written.

This space to be completed by Inspector of Factories.

District :—

Date of Receipt :—

Accident No. :—

Industry No. :—

Causation No. :—

Sex (M.W.B. or G.).

Other particulars (*i.e.* fatal leg injury, arm injury etc.)

Date of Investigation :—

Result of Investigation :—

#### *Notification of Accidents*

(Extract from the Factories Act, 1948)

(Section 88)

Where in any factory an accident occurs which causes death or which causes any bodily injury by reason of which the person injured is prevented from working for a period of forty-eight hours or more immediately following the accident, or which is of such nature as may be prescribed in this behalf, the manager of the factory shall send notice thereof to such authorities, and in such form and within such time, as may be prescribed.

(Extract from the Dadra & Nagar Haveli Factories Rules, 1971)

(Rule 103)

When any accident or occurrence specified in the Schedule takes place in a factory, the manager of the factory shall forthwith send notice thereof by telephone, special messenger or telegram to the Inspector and if the accident is fatal, or of such a serious nature that it is likely to prove fatal, notice as aforesaid shall also be sent to—

(a) The District Magistrate or Sub-Divisional Officer and (b) the Officer-in-charge of the nearest Police station.

(2) The notice so given shall be confirmed by the manager of the factory to the above mentioned authorities within 12 hours of the occurrence by sending to them a written report in Form No. 21.

#### SCHEDULE

1. Accidents which cause :—

(a) death to any person;

(b) such bodily injury as prevents or will probably prevent the person injured from working for a period of 48 hours immediately following the accident.

2. The following classes of occurrences, whether or not they are attended by personal injury or disablement :—

(a) Bursting of a boiler or vessel used for containing steam under pressure greater than atmospheric pressure.

(b) Collapse or failure of a crane, derrick winch, hoist or other appliance used in raising or lowering persons or goods, or any part thereof, or the overtimming of a crane.

(c) Explosion or fire causing damage to any room or place in which persons are employed.

(d) Explosion of a receiver or container used for the storage at a pressure greater than atmospheric pressure of any gas or gases (including air) or any liquid or solid resulting from the compression of gas.

(e) Collapse or subsidence of any floor, gallery, roof, bridge, tunnel, chimney, wall or building forming part of a factory or within the compound or cartilage of factory.

#### FORM No. 22

(Prescribed under Rule 104)

To be filled in by the Chief Inspector.

No. of case .....

Remarks.....

Notice of poisoning or disease.  
(See instructions on reverse)

Factory Particulars . . . . .

1. Name of factory .....
2. Address of Factory .....
3. Address of office or private residence of occupier .....
4. Nature of Industry .....
- 4-A. Name & address of the undertaking in which the patient presumes that he was exposed to the risk to which the poisoning or disease is attributed.
- 4-B. Harmful agent or process to which poisoning or disease is attributed.

**Person Affected**

5. Name and work number of patient .....
6. Address of Patient .....
7. Sex and age of Patient .....
8. Precise occupation of the patient
  - (a) at the place or last place of employment :—
  - (b) at the undertaking in which the Patient presumes that he was exposed to the risk to which Poisoning or diseases is attributed.
9. Nature of poisoning or Disease from which patient is suffering.

**General Particulars**

- 9A. Approximate date of beginning and cessation of exposure of the patient to the harmful agent or process to which poisoning or Disease is attributed according to item 4B above.....

10. Has the case been reported to the Certifying Surgeon.

Signature of Factory Manager.....  
Date.....

***Notice of poisoning or Disease***

(Extract from the Factories Act, 1948)

(Section 89)

Where any worker in a factory contracts any disease specified in the Schedule the manager of the factory shall send notice thereof to such authorities, and in such form and within such time, as may be prescribed.  
(Extract from the Dadra & Nagar Haveli Factories Rules,

1971) (Rule 104)

A notice in Form No. 22 should be sent forthwith to the Chief Inspector, Certifying Surgeon by the Manager of a factory in which there occurs a case of lead, phosphorus, mercury, manganese, arsenic, carbon bisulphide or benzene poisoning; or poisoning by nitrous fumes, or by halogens or halogen derivatives of the hydro-carbons of the aliphatic series; or of chrome ulceration, anthrax, silicosis toxic anaemia, toxic jaundice, primary opheliomatous cancer of the skin, or pathological manifestations due to radium or other radio active substances or X-rays.

**FORM NO. 23**

(Prescribed under rule 106)

("Abstract of the Factories Act, 1948 and the Dadra &amp; Nagar Haveli Factories Rules, 1971)

(To be fixed in a conspicuous and convenient place at or near the main entrance to the factory)

**INTERPRETATION**

"Factory" means any premises including the precincts thereof (i) where ten or more workers are working, or were working on any day of the preceding twelve months, and in any part of which a manufacturing process is being carried on with the aid of power or is ordinarily so carried on, or

(ii) Whereon twenty or more workers are working, or were working on any day of the preceding twelve months, and in any part of which a manufacturing process is being carried on without the aid of power, or is ordinarily so carried on,

"Worker" means a person employed, directly or through any agency, whether for wages or not, in any manufacturing process, or in cleaning any part of the machinery or premises used for a manufacturing process, or in any other kind of work incidental to, or connected with, the

manufacturing process or the subject of the manufacturing process.

"Manufacturing process" means any process for making altering, repairing, ornamenting, finishing, packing, oiling, washing, cleaning, breaking up, demolishing or otherwise treating or adopting any article or substance with a view to its use, sale, transport, delivery or disposal, or pumping oil, water or sewage, or generating, transforming or transmitting power, or (composing types for printing, printing by letter press, lithography, photogravure or other similar process or book-binding) or constructing, reconstructing, repairing, refitting, finishing or breaking up ships or vessels.

**WORKING HOURS HOLIDAYS, INTERVALS FOR REST ETC.**

1. Hours of work (Adults), Sections 51 and 54 :—  
No adult worker shall be required, or allowed to work in a factory for more than 48 hours in any week and for more than 9 hours in any day. (The minimum daily limit may be exceeded in order to facilitate the change of shifts subject to the previous approval of the Chief Inspector).

2. Relaxation of Hours of work (Adults) Section 64.—  
The ordinary limits on working hours of adults may be relaxed in certain special cases, e.g. workers engaged on urgent repairs; in preparatory or complementary work which must necessarily be carried on outside the limits laid down for the general working of the factory; in work which is necessarily so intermittent that the intervals during which they do not work while on duty ordinarily amount to more than the intervals for rest; in work which for technical reasons must be a carried on continuously \*      \*      \* in making or supplying articles of prime

necessity which must be made or supplied every day; in a manufacturing process which cannot be carried on except during fixed seasons, or at times dependent on the irregular action of natural forces; in engine rooms or boiler houses or in attending to power plant or transmission machinery (in the printing of newspapers, which may be held up on account of breakdown of machinery, in the loading and unloading railway wagons).

Except in the case of urgent repairs, the relaxation shall not exceed the following limits.

(i) the total number of hours of work in any day shall not exceed ten.

(ii) the total number of hours of overtime work shall not exceeding 50 for any one quarter.

(iii) the spreadover inclusive of intervals for rest shall not exceed 12 hours in any one day.

(The restrictions imposed by clauses (i) & (ii) of subsection(4) of section 64 shall not apply to cases where a shift worker has failed to report for duty any another shift worker has to work the whole or part of a subsequent shift subject to the conditions prescribed by Administrator.

In the case of any or all adult workers in any factory, the ordinary limits on working hours of adults may be relaxed for a period or periods not exceeding in the aggregate 3 months in any year, to enable the factory to deal with an exceptional press of work.

**3. Payment for Overtime.**—Section 59.—Where a worker works in a factory for more than 9 hours in any day or for more than 48 hours in any week shall, in respect of overtime work, be entitled to wages at the rate of twice his ordinary rate of wages.

**4. Exemption of Supervisory Staff.**—Section 64.—Chapter VI of the Act—Working hours of adults—does not apply to persons holding positions of supervision or management or employed in a confidential position in a factory in any work which for technical, reasons must be carried on continuously subject to the conditions laid down in the schedule attached to Manual.

**5. Weekly Holiday (Adults) Section 52.**—No adult worker shall be required or allowed to work in a factory on the first day of the week, unless he has, or will have, a holiday for a whole day on one of the three days immediately, before or after the said day, and the manager of the factory has, before the said day or the substituted day, whichever is earlier, delivered a notice at the office of the Inspector of his intention to require the worker to work on the said day and of the day which is to be substituted and displayed a notice to that effect in the factory :

Provided that no substitution shall be made which will result in any worker working for more than ten days consecutively without a holiday for a whole day.

Where a worker in a factory, as a result of exemption from the ordinary provision relating to weekly holidays, is deprived of any of the weekly holidays, he shall be allowed, within the month in which the such holidays were due to him or within the two months immediately following that month, compensatory holidays of equal number to the holidays so lost.

**6. Intervals for Rest (Adults) Sections 55 and 56.**—The periods of work of adult workers in a factory each day shall be so fixed that no period shall exceed 5 hours before he has had an interval for rest of at least half an hour and that inclusive of his intervals for rest they shall not spread over more than 10½ hours in any day or, with the permission of the Chief Inspector in writing, 12 hours. (Subject to the control of the Administrator, the Chief Inspector may, by written order and for the reasons specified therein, exempt any factory so, however, that the total number of hours worked by a worker without any interval does not exceed six.)

**7. Prohibition of Double Employment.**—Section 61, 71 and 99.—No child or except in certain circumstances an adult worker, shall be required or allowed to work in any factory on any day on which he has already been working any other factory.

If a child works in a factory on any day on which he has already been working in another factory, the parent or guardian of the child or the person having custody of or control over him or obtaining any direct benefit from his wages shall be punishable with fine, which may

extend to Rs. 50 unless it appears to the court that the child so worked without the consent or convinance of such parent, guardian or person.

**8. Prohibition of Employment of Children under 14-Section 67.**—No child who has not completed his fourteenth year shall be required or allowed to work in any factory

**9. Hours of work (Children) Section 71.**—No child shall be employed or permitted to work in any factory of more than 4½ hours in any day and during the night (Night means a period of at least twelve consecutive hours which shall include the interval between 10 p.m. and 6 a.m.) the periods of work of all children employed in a factory shall be limited to two shifts which shall not overlap for spread over more than 5 hours each and each child shall be employed in only one of the relays.

The provision relating to weekly holidays shall also apply to child workers and no exemption from this provision may be granted in respect of any child.

**10. Prohibition of Employment of Women.**—Section 66. No women shall in any circumstances be employed in any factory for more than 9 hours in any day or between the hours of 7 p.m. and 6 a.m.

#### Leave with Wages

**11. Leave with wages.**—Sections 79, 80 and 83 and Rules.—Every worker who has worked for a period of 240 days or more in factory during a calendar year shall be allowed during the subsequent calendar year leave with wages for a number of days calculated at the rates of

- (i) if an adult, one day for every twenty days of work performed by him during the previous calendar year;
- (ii) if a child, one day for every fifteen days of work performed by him during the previous calendar year;

For the purpose of computation of the period of 240 days or more (a) any days of lay-off, by agreement or contract or as permissible under the standing orders; (b) in the case of female worker, maternity leave for any number of days not exceeding twelve weeks; and (c) the leave earned in the year prior to that in which the leave is enjoyed shall be deemed to be days on which a worker has worked in a factory.

The leave admissible shall be exclusive of all holidays whether occurring during or at—either end of the period of leave.

For the leave allowed to him, a worker shall be paid at a rate equal to the daily average of his total fulltime earnings, exclusive of any overtime earnings and hours but inclusive of dearness allowance and the cash equivalent of any advantage accruing by the sale, by the employer of foodgrains and other articles at concessionary rates for the days on which he worked during the months immediately preceding his leave.

Where the employment of a person commences otherwise than on the first day of January he shall be entitled to leave with wages at the rates laid down in sub-paragraph (1) if he has worked for two thirds of the total number of days in the remainder of the calendar year.

If a worker is discharged or dismissed from service during the course of the years he shall be entitled to leave with wages at the rates laid down in sub-paragraph (1) irrespective of the number of days he has worked.

If the employment of a worker entitled to leave with wages is terminated by the occupier before he has taken the entire leave to which he is entitled, or if having

applied for and having not been granted such leave, the worker quits his employment before he has taken the leave the occupier of the factory shall pay him the amount payable in respect of the leave not taken and such payment shall be made, where the employment of the worker is terminated by the occupier, before the expiry of the second working day after such termination and where a worker who quits his employment, on or before the next pay day.

If a worker wants to avail himself of the leave with wages due to him to cover a period of illness he shall be granted such leave even though an application for the same is not made within 15 days in advance and in such cases he shall be paid wages leave.

The Manager, shall maintain a leave with wages register in Form No. 18 and shall provide each worker with a book called the "Leave Book" in Form No. 19. The Leave Book shall be the property of the worker and the Manager or his agent shall not demand it except to make relevant entries therein whenever necessary, and shall not keep it for more than a week at a time. If a worker loses Leave Book the Manager shall provide him with another copy on payment of one anna and shall complete it from his record.

### HEALTH

**12. Cleanliness—Section 11.**—Except in cases specially exempted, all inside walls and partitions, all ceilings or tops of rooms and all walls, sides and tops of passages and staircases in a factory shall be kept white washed or colour washed. The white-washing or colour washing shall be carried out at least once in every period of Fourteen months. The floors of every workroom shall be cleaned at least once in every week by washing using disinfectant, where necessary, or some other method.

**13. Disposal of Wastes and Effluents—Section 12.**—Effective arrangements shall be made in every factory for the disposal of wastes and effluents due to the manufacturing process carried on therein.

**14. Ventilation and Temperature—Section 13.**—Effective and suitable provision shall be made in every factory for securing and maintaining in every workroom adequate ventilation by the circulation of fresh air and such a temperature as will secure to workers therein reasonable conditions of comfort and prevent injury to health.

**15. Overcrowding—Section 16.**—Unless exemption has been granted there shall be in every workroom of a factory in existence on 1st April 1949 at least 350 cubic feet (*i.e.* 9.90 cubic metres) and of a factory built after this date at least 500 cubic feet (*i.e.* 14.2 cubic metres) of space for every worker employed therein and for this purpose no account shall be taken of any space which is more than 14 feet (*i.e.* 4.27 metres) above the level of the floor of the room.

**16. Lighting—Section 17.**—In every part of a factory where workers are working or passing, there shall be provided and maintained sufficient and suitable Lighting, natural or artificial or both.

**17. Drinking Water—Section 18.**—In every factory effective arrangements shall be made to provide and maintain a suitable points, conveniently situated for all workers employed therein, a sufficient supply of whole some drinking water.

In every factory wherein more than 250 workers are ordinarily employed the drinking water shall, during the hot weather, be cooled by ice or other effective methods.

The cooled drinking water shall be supplied in every canteen lunch room and rest room and also at conveniently accessible points throughout the factory

**18. Latrines and Urinals.—Section 19 & Rules.**—In every factory sufficient latrine and urinal accommodation of the prescribed type (separate enclosed accommodation for male and female workers) shall be provided inconveniently situated and accessible to workers at all times while they are at the factory. Every latrine shall be under cover and so partitioned off as to secure privacy and shall have a proper door and fastenings. Sweeper shall be employed whose primary duty it would be to keep clean latrines, urinals and washing places.

**19. Spittions—Section 20.**—In every factory there shall be provided a sufficient number of spittions of the type prescribed inconvenient places and they shall be maintained in a clean and hygienic condition. No person shall spit within the premises of a factory except in the spittions provided for the purpose. Whoever spits in contravention of this provision shall be punishable with fine not exceeding five rupees.

### SAFETY

**20. Fencing of Machinery—Section 21.**—In every factory dangerous parts of machines *e.g.* every moving part of prime mover and every fly wheel connected to a prime mover, etc., etc., shall be securely fenced by safeguards of substantial construction which shall be kept in position while the parts of machinery they are fencing are in motion or in use.

**21. Work on or near machinery in Motion—Section 22.**—No woman or young person shall be allowed to clean, lubricate or adjust any part of a prime mover or of any transmission machinery while the prime mover or transmission machinery is in motion or, to clean, lubricate or adjust any part of any machine, if the cleaning, lubrication or adjustment thereof would expose the woman or young person to risk of injury from any moving part either of that machine or of any other adjacent machinery.

**22. Employment of young persons on Dangerous Machinery :—**

**Section 23.**—No young person shall work at any machine declared to be dangerous unless he has been fully instructed as to the dangers arising in connection with the machine and the precautions to be observed and has received sufficient training in work at the machine or is under adequate supervision by a person who has a thorough knowledge and experience of the machine.

**23. Casing of New Machinery—Section 26.**—In all machinery driven by power and installed in any factory after 1st April 1969 every set screw, belt or key on any revolving shaft, spindle, wheel or pinion shall be so sunk, encased or otherwise effectively guarded as to prevent danger; all spur, worm and other toothed friction gear which does not require frequent adjustment while in motion shall be completely encased, unless it is so situated as to be as safe as it would be if it were completely encased.

Whoever sells or lets on hire or as agent of a seller or hirer, causes or procures to be sold or let on hire, for use in a factory any machinery driven by power which does not comply with these provisions, shall be punishable with imprisonment for a term which may extend to three months or with fine which may extend to five hundred rupees or with both.

**24. Prohibition of Employment of Women and Children near Cotton Openers—Section 237.**—No woman or

child shall be employed in any part of a factory for pressing cotton in which a cotton opener is at work.

**24-A. Lifting Machine, Chains Ropes and Lifting Tackles—Section 29.**—All parts including the working gear, whether fixed or moveable of every lifting machine and every chain, rope or lifting tackle shall be of good construction, sound material and adequate strength and free from defects; properly maintained and thoroughly examined by a competent person at least once in every period of twelve months and registered shall be maintained in a prescribed form of every such examination.

Effective measures shall also be taken to ensure that the crane does not approach within twenty feet of the place where a person is employed or working on or near the wheel track of a travelling crane.

**25. Excessive Weight—Section 34.**—No woman or young person shall unaided by another person lift, carry or move by hand or on head, any material article, tool or appliance exceeding the following limits—

	Kgms.
Adult female	29.5
Adolescent male	29.5
Adolescent female	20.4
Male Child	15.9
Female Child	13.3

**26. Protection of Eyes—Section 35.**—Effective screens or suitable goggles shall be provided for the protection of persons employed in or in the vicinity of processes which involve risk of injury to the eyes from particles or fragments thrown off in the course of the process or which involve risk of injury to the eyes by reason of exposure to excessive light.

**27. Precautions in case of Fire—Section 38.**—Every factory shall be provided with adequate means of escape in case of fire for the persons employed therein. The doors affording exit from any room shall, unless they are of the sliding type, be constructed to open outwards. Every window, door or other exit affording a means of escape in case of fire, other than the means of exit in ordinary use, shall be distinctively marked. Effective and clearly audible means of giving warning in case of fire to every person employed in the factory shall be provided effective measures shall be taken to ensure that wherein more than twenty workers are ordinarily employed in any place above ground floor, or wherein explosive or highly inflammable materials are used or stored, all the workers are familiar with the means of escape in case of fire and have been adequately trained in the routine to be followed in such case.

#### WELFARE

**28. Washing Facilities—Section 42.**—In every factory adequate and suitable facilities for washing shall be provided and maintained for the use of the workers therein. Such facilities shall include soap and nail brushes or other suitable means of cleaning and the facilities shall be conveniently accessible and shall be kept in a clean and orderly condition.

If female workers are employed separate facilities shall be provided and so enclosed or screened that the interior are not visible from any place where persons of the other sex work or pass.

**29. Facilities for storing and Drying Clothing.—Section 43 and Rules.**—In the case of certain dangerous operations e.g. lead processes liming and tanning of raw hides and skins, etc. suitable places for keeping clothing not worn during working hours and for the drying of wet clothing shall be provided and maintained.

**30. Facilities for Sitting—Section 44.**—In every factory suitable arrangement for sitting shall be provided and maintained for all workers obliged to work in a standing position in order that they may take advantage of any opportunities for rest which may occur in the course of their work.

**31. First Aid and Ambulance Room—Section 45.**—There shall in every factory be provided and maintained so as to be readily accessible during all working hours first-aid box or cupboard equipped with the prescribed contents. \*Each first-aid box or cupboard shall be kept in the charge of a separate responsible persons \*who is trained in first-aid treatment and who shall always be available during the working hours of the factory.

In every factory wherein more than 500 workers are employed there shall be provided and maintained an ambulance room of the prescribed size and containing the prescribed equipment. The ambulance room shall be in charge of a qualified medical practitioner assisted by at least one qualified nurse and such other staff as may be prescribed.

**32. Canteens—Sections 46 and Rules.**—In specified factories wherein more than 250 workers are ordinarily employed, a canteen or canteens shall be provided and maintained by the occupier for the use of the workers. Food, drink and other items served in the canteen shall be sold on a non-profit basis and the prices charged shall be subject to the approval of a Canteen Managing Committee which shall be appointed by the Manager and shall consist of an equal number of persons nominated by the government by the Manager and shrdlu and to coe m by the occupier and elected by the workers. The number of elected workers shall be in the proportion of 1 for every 1,000 workers employed in the factory provided that in no case shall there be more than 5 or less than 2 workers on the Committee. The Committee shall be consulted from time to time on the quality and quantity of foodstuffs to be served in the canteen, the arrangement of the menus, etc. etc.

**33. Shelters, Rest Rooms and Lunch Rooms—Section 47.**—In every factory wherein more than 150 workers are ordinarily employed adequate and suitable shelters or rest rooms and a suitable lunch room, with provision for drinking water, where workers, can eat meals brought by them shall be provided and maintained for use of the workers.

**34. Creches—Section 48 and Rules.**—In every factory wherein more than 50 women workers are ordinarily employed there shall be provided and maintained a suitable room or rooms for the use of children under the age of six years of such women. The Creche shall be adequately furnished and equipped and in particular there shall be one suitable cot or a cradle with the necessary bedding for each child, at least one chair or equivalent seating accommodation for the use of the mother while she is feeding or attending her child and a sufficient supply of suitable toys for older children.

There shall be in or adjoining the Creche a suitable wash-room for the washing of the children and their clothing. An adequate supply of clean clothes-soap and clean towels shall be made available for each child while it is in the Creche. At least 284.1 millilitres of clean pure milk shall be available for each child on every day it is accommodated in the creche and the mother of such a child shall be allowed in the course of her daily work suitable intervals to feed the child. The above two years of age, there shall be provided in addition an adequate supply of wholesome refreshment. A suitably fenced and shady open air play-ground shall be also provided for the older children.

**35. Welfare Officers—Section 49.**—In every factory wherein 500 or more workers are ordinarily employed the occupier shall employ in the factory such number of Welfare Officers as may be prescribed.

#### *Special Provisions*

**\*“36. Dangerous operations—Section 87 and Rules.**—Employment of women, adolescents and children is prohibited or restricted in certain operations declared to be dangerous e.g.—

- (i) manufacture of aerated water and processes incidental thereto;
- (ii) electrolytic plating or oxidation of metal articles by use of an electrolyte containing chromic acid or other chromium compounds;
- (iii) manufacture and repair of electric accumulators;
- (iv) glass manufacture;
- (v) grinding or glazing of metals;
- (vi) manufacture and treatment of lead and certain compounds of lead.
- (vii) generation of gas from dangerous petroleum as defined in clause (b) of section 2 of the Petroleum Act, 1934.
- (viii) cleaning or smoothing of articles by a jet of sand, metal shot or grit or other abrasive propelled by a blast or compressed air or steam;
- (ix) liming or tanning of raw hides and skins and processes incidental thereto;
- (x) manufacture of chromic acid or manufacture or recovery of the bichromate of sodium or potassium or ammonium;
- (xi) manipulation of nitro or amido compounds;
- (xii) manipulation of acids or alkalis;
- (xiii) manufacture of bangles and other articles from cinematograph films and acetone, tetrachloroethene and other toxic and inflammable solvents;
- (xiv) processes involving manufacture, use or evolution of carbondisulphide, and hydrogen sulphide; and
- (xv) manufacture and manipulation of dangerous pesticides”.

**37. Notice of Accidents—Section 88 and Rules.**—Wherein any factory an accident occurs which causes death or which causes bodily injury by reason of which the person injured is prevented from working for a period of 48 hours or more immediately following the accident of which, though not attended by personal injury or disablement, is of one of the following types.—

- (i) Bursting of a vessel used for containing steam under pressure greater than atmospheric pressure other than plant which comes within the scope of the Indian Boilers Act;
- (ii) Collapse or failure of a crane, derrick, winch, hoist or other appliances used in raising or lowering persons or goods, or any part thereof, or the overturning of a crane;
- (iii) Explosion or fire causing damage to any room or place in which persons are employed, or fire in rooms of cotton pressing factories where a cotton opener is in use;

(iv) Explosion of a receiver or container used storage at a pressure greater than atmospheric pressure of any gas or gases (including air) or any liquid or solid resulting from the compression of gas;

(v) Collapse or subsidence of any floor-gallery, floor, bridge, tunnel, chimney, wall or building forming part of a factory or within the compound or curtilage of factory;

the manager of the factory shall forthwith send notice thereof to the Chief Inspector. If the accident is fatal or of such serious nature that it is likely to prove fatal, notice shall also be sent to the District Magistrate of the Sub-divisional Officer and the Officer-in-charge of the nearest Police Station.

**38. Notice of Certain Diseases—Section 89 and Rules.** Where any worker in a factory contracts any of the following diseases the Manager of the Factory shall send notice thereof forthwith both to the Chief Inspector and the Certifying Surgeon:

Lead, phosphorus, mercury, manganese, arsenic, carbon bisulphide or benzene poisoning; or poisoning by nitrous fumes, or by halogens or halogen-derivatives of the hydrocarbons of the aliphatic series; or of chrome ulceration, anthrax silicosis, toxic anaemia, toxic jaundice, primary epitheliomatous cancer of the skin, or pathological manifestations due to radium or other radio-active substance or X-rays.

**39. No change for Facilities and Conveniences—Section 114.**—No fee or charge shall be realised from any worker in respect of any arrangements or facilities to be provided or any equipments of appliances to be supplied by the occupier under the provisions of the Act.

**40. Power of Inspectors—Sections 9 and 82.**—Inspectors have power to inspect factories any time and may require the production of registers, certificate, etc. prescribed under the Act and the Rules.

Any Inspector may institute proceedings on behalf of any worker to recover any sum required to be paid by an employer under the provisions relating to leave with wages, which the employer has not paid.

**41. Obligations of Workers—Sections 97 and 111.**—No worker in a factory—

- (i) shall wilfully interfere with or misuse any appliance, convenience or other thing provided in a factory for the purpose of securing the health, safety or welfare of the workers therein;
- (ii) shall wilfully and without any reasonable cause do anything likely to endanger himself or others; and
- (iii) shall wilfully neglect to make use of any appliance or other thing provided in the factory for the purpose of securing the health or safety of the workers therein.

If any worker employed in factory contravenes any of these provisions or any rule or order made thereunder he shall be punishable with imprisonment for a term which may extend to three months, or with fine which may extend to Rs. 100 or with both.

If any worker employed in a factory contravenes any provision of the Act or any rules or orders made thereunder imposing any duty or liability on workers shall be punishable with fine which may extend to Rs. 20/-.

42. Certificate of fitness—Section 68, 70 and 98.—No child who has completed his fourteenth year or an adolescent shall be required or allowed to work in any factory unless a certificate of fitness granted with reference to him is in the custody of the Manager of the factory and such child or adolescent carries, while he is at work, a token giving a reference to such certificate. Any fee payable for such a certificate shall be paid by occupier and shall not be recoverable from the young person, his parents or guardians.

An adolescent who has been granted a certificate of fitness to work in a factory as an adult and who while at work in a factory carries a token giving reference to the certificate shall be deemed to be an adult for all the purposes of the provisions of the Act relating to the working hours of adults and the employment of young persons. No such adolescent who has not attained the age of seventeen years shall be employed or permitted to work in any factory during night and for this purpose "night" shall mean a period of at least twelve consecutive hours which shall include an interval of at least seven consecutive hours falling between 10 p.m. and 7 a.m. An adolescent who has not been granted a certificate of fitness to work in a factory as an adult shall, notwithstanding his age, be deemed to be a child for all the purposes of the Act.

Whoever knowingly uses or attempts to use, as a certificate of fitness granted to himself, a certificate granted to another adolescent to work in a factory as an adult or who having procured such a certificate knowingly allows it to be used or an attempt to use it to be made, by another person, shall be punishable with imprisonment for a term which may extend to one month or with fine which may extend to Rs. 50/- or with both.

43. Registers, Notices and Returns—Sections 61, 63, 72, 74, 79, 80 and 110.—A register of adult workers in the prescribed Form No. 15 and a register of child workers in the prescribed form No. 17 shall be maintained by the Manager of every factory.

A notice of periods of work for adults and a notice of periods of work for children in the prescribed Forms No. 14 and 16 shall be correctly maintained and displayed in every factory. No adult worker or child shall be required or allowed to work in any factory otherwise than in accordance with their respective notices of period of work displayed in the factory.

The owners, occupiers or managers of factories shall submit the prescribed periodical returns to the inspector regularly.

#### FORM NO. 24

(Prescribed under clause (1) of Rule 107)

*Annual Return*

Year ending 31st December 197

Name of Occupier .....

Name of Manager .....

1. District.....

2. Postal Address.....

3. Nature of Industry.....

4. Average number of workers employed daily—

Men

Women

10—368GI/72

Adolescents—

Male

Female

Children—

Male

Female

5. Normal hours worked per week.

Men

Women

Children

6. Number of days worked in years.

7. Does the factory come under—

(i) Section 87.

(ii) Section 93.

8. Average daily number of workers in dangerous operations.

Leave with wages.

9. Total number of persons employed during the year.

Men

Women

Children.

10. Number of persons who are entitled to annual leave with wages during the calendar year to which this return relates.

11. Number of persons who were granted leave during the year—

Men

Women

Children.

12. Number of persons who gave notice not to avail themselves of leave during the year in which leave accrued—

Men.....

Women.....

Children.....

Number of discharged or dismissed workers.

12A. Number of workers discharged or dismissed from services during the year wages in lieu of leave.

12B. (i) Number of discharged workers paid wages in lieu of leave.

(ii) Total amount of wages paid in lieu of leave.

#### Compensatory Holidays

13. Number of workers exempted from section 52 of the Factories Act—

Men

Women

14. Number of workers who received holidays in the—

1. Same month

2. Following month

3. Third month

## 15. C A N T E E N

Providing cooked food and refreshments	Providing cooked food only	Providing refreshments & Tea only	Providing Tea only	Approximate average No. of workers using daily	Item of expenditure borne by the occupant separately stating the total expenditure borne by the occu- pier in subside- zing sale on food stuffs or in otherwise selling food stuffs below cost price
					(A)* 1

\*While furnishing information please, use symbols.

## Creche

16. Number of children admitted to the creche—  
 17. Approximate average daily attendance of children at the creche—  
   (a) 2 years and below  
   (b) above 2 years  
 18. Details of facilities provided with regard to—

- (a) Milk
- (b) Food
- (c) Clothes
- (d) Toys
- (e) Medical Aid
- (f) Others.

## 19. Details of staff employed.

- (i) Doctor
  - (a) Males
  - (b) Females.
- (ii) Nurses
- (iii) Teachers
- (iv) Ayahs
- (v) Sweepers

## Shelters, Restrooms and Lunchrooms

## 20. Approximate average daily attendance of workers at the shelter, restroom or lunchroom.

## 21. Details of facilities provided with regard to drinking water.

## 22. Details of accommodation, furniture and other equipment provided.

*Signature of Manager*

Dated .....

## Rule 102(1) Dangerous Operations

The following operations when carried on in any factory are declared to be dangerous operations under section 87 :—

1. Manufacture of aerated water and processes incidental thereto.
2. Electrolytic plating or oxidation of metal articles by use of an electrolyte containing chromic acid or other chromium compounds.
3. Manufacture, and repair of electric accumulators
4. Glass manufacture.
5. Grinding or glazing of metals.
6. Manufacture and treatment of lead and certain compounds of lead.
7. Generating petrol gas from petrol.
8. Cleaning or smoothing of articles by a jet of sand, metal shot or grit or other abrasive propelled by a blast of compressed air or steam.
9. Liming and tanning of raw hides and skins and processes incidental thereto.
10. Manufacture of chromic acid or manufacture of recovery of the vichromate of sodium potassium or ammonium.
11. Manipulation of nitro or amino compounds.
12. Manipulation of acids or alkalis.
13. Manufacture of bangles and other articles from cinematograph films and acetone, therachlorethane and other toxic and inflammable solvents.
14. Processes involving manufacture, use or evolution of carbon disulphide and hydrogen sulphide.
15. Manufacture and manipulation of dangerous pesticides.
16. Compression of oxygen and hydrogen produced by the electrolysis of water.

## Section 93.—Liability of owner of premises in certain circumstances.

93(1) Where in any premises separate buildings are leased to different occupiers for use as separate factories, the owner of the premises shall be responsible for the



## FORM No. 29

(Prescribed under Rule 111)

## Register of Accidents and Dangerous Occurrences.

Name of injured person (if any)	Date of accident or dangerous occurrence	Date of Report in (Form No. 21) to Inspector	Nature of accident or dangerous occurrence	Date of return of injured person to work	Number of days injured person was absent from work.
1	2	3	4	5	6

## FORM NO. 30

(Prescribed under Schedule VI of Rule 102)  
Special Certificate of Fitness.

(In respect of persons employed in operation involving use of lead compounds).

Serial No. ....

Date.....

I hereby certify that I have personally examined ..... son of ..... residing at ..... who is desirous of being employed as ..... in the ..... and that his age, as nearly as can be ascertained from my examination, is ..... years and that he is, in my opinion, fit for employment at work involving the use of lead of,

His descriptive marks are

## Certifying Surgeon.

I certify that I examined the person mentioned above on	I extend this certificate until	Signature of certifying Surgeon.	Note of symptoms of lead poisoning (If any)
1	2	3	4

## FORM No. 31.

(Prescribed under rule 112)

Inspection Book containing headings as under :—

Page	Headings
Covering page	Inspection Book for Inspectors of Factories and Certifying Surgeon only.
Back of the covering page	Manager's remarks regarding action taken, if any.
Every numbered page	Inspector's or Certifying Surgeon's Remarks.
Back of every numbered page	Manager's remarks regarding action taken, if any.

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FORM NO. 32

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FORM NO. 33

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FORM NO. 35

I hereby nominate Shri ..... who is my ..... and resides at ..... to receive the amount of the balance of my pay due for the period of leave with wages not availed of, in the event of my death before resuming work.

Dated this ..... day of 197 , at

Witnesses :—

1.

2.

*Signature or left Thumb  
Impression of the workers*

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FORM NO. 34

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Camp at Silvassa,

Dated the 30th August 1971

Sd./-  
**NAKUL SEN**  
*Administrator,*  
*Dadra and Nagar Haveli*

